

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, May 11, 2015** at **7:00 p.m.** at the **Prairie View City Hall, 44500 US Business 290, Prairie View, TX 77445.**

In attendance were: Commissioners: Tommy Albert, Gary Ferguson, and Darwin Hargrave; Legal Counsel: Mr. Katz and Mr. Peeler; Departments: Brookshire VFD, Hempstead VFD, City of Katy, Monaville VFD, Mt. Zion VFD, Pattison Area VFD, Prairie View VFD, Rolling Hills VFD, Tri-County VFD, Waller County EMS, and Waller VFD; and Gundersons Bookkeeping, the District Bookkeeper, and Mr. Weinman the ESD Director.

The Meeting was called to order at: 7:04 p.m. by *Mr. Gary Ferguson*. The meeting was opened with the Pledge of Allegiance and a prayer by Mr. Albert.

- 1. To receive public comment, including vendors and service providers.** None.
- 2. To review and take action on setting Canvassing Meeting Date.** It was decided to hold a canvassing meeting on Tuesday, May 19th at the District Office at 11 am.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the April 13th, and April 30th, 2015 minutes. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** There was no Fire Chief's meeting held this month.
- 5. To receive a financial report from the District Treasurer and District Bookkeeper.** Mrs. Gunderson read the financial report for April 30, 2015.

Prosperity – Operations # 1881	\$10,135.60
Prosperity – Tax/Public # 8700	\$2,030,774.02
FNB – Public Funds # 8084	\$2,206,453.52
Accounts Receivable	\$606,679.06

Total Revenues for April	\$13,842.58
Total Provider Payments	\$139,385.34
Total District Expenses	\$99,366.27

- 6. To pay District Bills.** *Mr. Albert* made a motion to approve the district bills. *Mr. Hargrave* seconded the motion, which passed 3 to 0.

Name	Type	Date	Num	Memo	Due Date	Open Balance
AT&T	EFT	04/28/2015		Internet Invoice	05/07/2015	1.83
						1.83
BFF Investments	Bill	04/19/2015	April Light Bill	April Light Bill	05/19/2015	178.82

BFF Investments	Bill	05/01/2015		RENT - June 2015	05/31/2015	<u>1,400.00</u>
						1,578.82
City of Brookshire	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	<u>1,216.67</u>
						1,216.67
City of Katy	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	<u>6,250.00</u>
						6,250.00
Coveler & Katz, P.C.	Bill	05/07/2015	April2015	April 2015 Invoice	05/17/2015	2,862.95
Coveler & Katz, P.C.	Bill	05/07/2015	AprilElect2015	2015 April Election Legal Fees	05/17/2015	<u>9,025.00</u>
						11,887.95
Daystar Publishing, Inc.	Bill	04/20/2015	12884	Inv# 12884; Notice of Election 4/16/15	05/20/2015	<u>1,179.55</u>
						1,179.55
Drymalla Construction	Bill	03/31/2015	3	RH Fire Station; Application 3, March 2015 work	04/10/2015	162,105.15
Drymalla Construction	Bill	03/31/2015	4	RH Fire Station, Inv#4; April 2014 Work	04/10/2015	<u>211,280.00</u>
						373,385.15
Gundersons Bookkeeping LLC	Bill	05/07/2015	605	Inv# 605; Bookkeeping April 9 - May 6, 2015	05/22/2015	<u>1,573.05</u>
						1,573.05
Hart InterCivic, Inc.	Bill	04/23/2015	61368	Inv# 61368; Election Day Kit, and Early Voting Kit	05/23/2015	<u>474.00</u>
						474.00
Houston Community Newspaper	Bill	04/15/2015	370558	Inv# 370558; Notice of Election 4/15/2015	05/15/2015	2,772.00
Houston Community Newspaper	Bill	04/15/2015	370543	Inv# 370543; Notice of Election 4/15/15	05/15/2015	<u>2,772.00</u>
						5,544.00
Intuit QuickBooks	EFT	05/07/2015	35568829	500 Checks Ordered	05/07/2015	<u>260.17</u>
						260.17
Katy Times	Bill	04/16/2015	43344	English Notice of Election; Inv# 43344	04/26/2015	432.00
Katy Times	Bill	04/16/2015	43345	Spanish Notice of Election; Inv# 43345	05/27/2015	432.00
Katy Times	Bill	04/16/2015	43346	Chinese Notice of Election; Inv# 43446	05/27/2015	432.00
Katy Times	Bill	04/16/2015	43347	Vietnamese Notice of Election; Inv# 43347	05/27/2015	<u>432.00</u>

						1,728.00
Language USA, Inc.	Bill	05/06/2015	902215	Inv# 902215; Translation Services	05/16/2015	<u>294.69</u>
						294.69
Matthiesen Consulting	Bill	04/30/2015	11	Inv# 11; Rolling Hills Fire Station - April 2015 Services	05/30/2015	<u>1,150.00</u>
						1,150.00
McCall Gibson Swedlund Barfoot PLLC	Bill	04/21/2015	796-20 - 2014	Audit for Year Ending 12/31/2014; Interim Billing	05/21/2015	<u>10,000.00</u>
						10,000.00
Michael Twigg	Bill	05/01/2015		Website Maintenance & SSL Encryption Setup and Ecur Emails setup for Board	05/11/2015	<u>200.00</u>
						200.00
Midland Telecom Inc.	Check	04/29/2015	11466	Inv# 30103; 74 Radios previously approved		<u>35,581.41</u>
						35,581.41
Monaville VFD	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	<u>6,650.00</u>
						6,650.00
Mt. Zion Community VF Assoc., Inc.	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	1,593.75
Mt. Zion Community VF Assoc., Inc.	Bill	05/07/2015	1144745	Mt. Zion Ins - Texas Mutual Insurance/ VFIS Workers Com	05/17/2015	312.00
Mt. Zion Community VF Assoc., Inc.	Bill	05/07/2015	27107	Mt. Zion VFIS Ins Inv# 27107 Renewal; A&S Ins.	05/17/2015	1,266.00
Mt. Zion Community VF Assoc., Inc.	Bill	05/07/2015	27191	Mt. Zion Ins Reimb VFIS Inv# 3849.00 - Auto Ins	05/17/2015	<u>3,849.00</u>
						7,020.75
Pattison Area VFD, Inc.	Bill	04/23/2015	1414	Pattison VFD Works Comp Ins. Reimb - Edmonds Ins Inv# 1414	05/03/2015	1,290.00
Pattison Area VFD, Inc.	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	7,075.42
Pattison Area VFD, Inc.	Bill	04/19/2015	27322	Inv# 27322; Reimb Pattison Auto Ins.	05/13/2015	<u>4,806.00</u>
						13,171.42
Prairie View VF Association, Inc.	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	<u>4,411.42</u>
						4,411.42

Prosperity Bank - CC	Bill	04/20/2015		April 2015 CC Charges; Acct ending 9927	04/30/2015	<u>495.01</u>
						495.01
			Overpayment			
Rodney Crosby	Credit	04/30/2015	PV	PV Training paid twice, by ESD and PV		-525.00
Rodney Crosby	Bill	04/30/2015	56	Rolling Hills April Training; Inv# 56	05/22/2015	400.00
Rodney Crosby	Bill	04/30/2015	54	Hempstead April Training; Inv# 54	05/22/2015	700.00
Rodney Crosby	Bill	04/30/2015	55	Prairie View April Training; Inv# 55	05/22/2015	<u>525.00</u>
						1,100.00
Rolling Hills VFD	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	<u>4,087.92</u>
						4,087.92
Siddons-Martin Emergency Services	Bill	04/29/2015	12521	Inv# 12521; Monaville Tnkr-32 Repairs	05/09/2015	<u>601.15</u>
						601.15
Tomball Magnolia Tribune	Bill	03/31/2015	64522	Inv# 64522; 125 legal notices run date 4/6/2015	03/31/2015	<u>376.00</u>
						376.00
Tri-County VFD	Bill	05/07/2015	April Training	TCVFD - Reimb for April Training	05/07/2015	427.05
Tri-County VFD	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	6,618.50
Tri-County VFD	Bill	05/03/2015	27503	Inv# 27503; Tri-County VFIS Auto Insurance Reimb	06/03/2015	<u>4,712.00</u>
						11,757.55
United States Treasury	EFT	05/08/2015	April PR Liabilities	April 2015 Payroll Liabilities	05/15/2015	<u>1,113.74</u>
						1,113.74
Waller County EMS, Inc.	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	<u>95,833.33</u>
						95,833.33
Waller News Citizen	Bill	04/20/2015	1224	Inv# 1224; Election Notices 4/16/2015	04/20/2015	<u>931.50</u>
						931.50
Waller VFD, Inc.	Bill	05/01/2015		Provider Payment - June 2015	05/11/2015	5,648.33
Waller VFD, Inc.	Bill	05/03/2015	27480	Inv# 27480; Waller VFD, Auto Insurance Reimb	06/01/2015	5,265.00
Waller VFD, Inc.	Bill	04/22/2015	27445	Inv# 27445; Reimb A&S Waller VFD Insurance.	06/07/2015	<u>2,355.00</u>
						13,268.33
Wienman, Barry	DD	05/15/2015		May 15, 2015 Direct Deposit & PR Service Fee	05/15/2015	1,463.27

7. **To review and take action on District 2014 audit.** Mr. Katz said that we need to file an extension for Waller and Harris County for the audit. *Mr. Albert* made a motion to file an extension for the audit by 30 days for Waller and Harris County. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
8. **To review and take action on granting exemptions for 2015.** *Mr. Albert* made a motion to grant exemptions for 2015 for over 65+, and disabled for \$50,000. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
9. **To discuss and take action on the ratification of a continuing Contract with a private law firm for the collection of delinquent District ad valorem property taxes, and providing for the payment of 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.**
10. **To discuss and take action on the imposition of additional penalty on delinquent taxes for 2014 pursuant to Section 33.07 of the Property Tax Code and adoption of a Resolution regarding same.**
11. **To discuss and take action on the imposition of additional penalty on delinquent taxes for 2014 to defray costs of collection by the District’s delinquent tax attorney, pursuant to Section 33.08 of the Property Tax Code and adoption of a Resolution regarding same.**
12. **To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to Section 33.11 of the Property Tax Code and adoption of a Resolution regarding same.** Mr. Katz mentioned items 9 – 12 are the same. Any taxes not paid after February 1st is considered late. 20% of penalties on or after July 1st that are collected go to the attorney Perdue & Brandon. *Mr. Albert* made a motion to keep Perdue & Brandon as our attorney for the collection of our delinquent taxes. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
13. **To review and take action on Harris County Office of Homeland Security and Emergency Management Plan.** Katz asked to table item. *Mr. Albert* made a motion to table this agenda item. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
14. **To review and take action on Notice from the City of Waller regarding a Public Hearing for the Designation of a Reinvestment Zone 1-TA.** Mr. Katz said that any time an area is given a tax abatement or reduction they have to notify any taxing entity. This doesn’t negatively affect the district, and it won’t reduce the WHESD tax. No Action.

15. **To review and take action on Annexation by City of Katy of District area.** There was discussion on the new area that is in the annexation of the City of Katy. WHESD is still to provide service to this area.
16. **To receive a report from the District Emergency Service Director.** The two fire trucks that are coming in from Metro Fire are on a two week delay due to they ordered the wrong tanks. At the end of this month, Metro Fire has asked to fly Mr. Weinman to South Dakota to do a final inspection on the trucks while they are still at their location. The remount is still expected for delivery in June or July. Mr. Weinman said that he has one station left to do inventory on. The pagers all have been handed out; if the departments have any issues with them, let Mr. Weinman know. The Radio is on its way for the Brookshire Booster truck.
17. **To Review and take action on Rolling Hills project matters, including approval of pay applications.** Chief Orsak said they were supposed to paint the interior of the fire station today. It will probably be the end of the month before it is complete. Chief Orsak asked for two key pad door locks for the new station. *Mr. Albert* made a motion for Rolling Hills to purchase the two key pad door locks and install them and WHESD will reimburse them for the expenses. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
18. **To review and take action on new District facilities and selection of design process.** *Mr. Hargrave* asked to see the picture / drawing of the satellite building. *Mr. Albert* asked about the Mallard Crossing property. *Mr. Wienman* said we are in the same position as last month and *Mr. Ferguson* has contacted a realtor to see if he can help locate some property for the fire stations to be built on. *Mr. Albert* made a motion to go with the Design build on the Administration Building. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
19. **To review and take action on the payment of operating funding pursuant to 2015 budgets and service agreements with the District fire and EMS service providers.** *Mr. Albert* made a motion to pay the service providers pursuant to the 2015 budgets. *Mr. Hargrave* seconded the motion, which passed 3 to 0. *Mr. Albert* wanted to make sure it was known that WHESD is making an exception to pay Monaville this month, and that Monaville will be tardy on turning in the Financials this month due to the resignation of their bookkeeper. *Mr. Katz* mentioned that the special audit for Monaville has been engaged and the auditor will be getting with Monaville and the previous bookkeeper. *Mr. Katz* asked that Chief Robinson give Gundersons Bookkeeping a ledger of who, how much, and a description of what district money was used for in the month of April.
20. **To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof.** No Action.
21. **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.

22. 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 and review financing options.

No Action.

23. To review, discuss and take action on Cities and Political Subdivisions contained within District with third parties for Ambulance/EMS services and or Emergency Services.

Mr. Katz said that the meeting was held. Mr. Peeler, Mr. Davis, Mr. Weinman, and Mr. Ferguson were in attendance. Everything moved back to how it was previously until Prairie View can review the contract.

24. To review and take action on Satellite Stations for the District, including method of design and construction. Subject to getting land, this item will be deleted.

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 Action

26. Adjournment. *Mr. Albert* made a motion to adjourn at 7:55 pm. *Mr. Hargrave* seconded the motion, which passed 3-0.

Tommy Albert, Secretary/Treasurer