

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 **Tuesday, October 12, 2015 at 7:00 p.m.** at the **Prairie View City Hall located at 44500 US Business Highway 290, Prairie View, TX 77446.**

In attendance were: Commissioners: Darwin Hargrave, Hollis Ulbricht, and Tommy Davis; Legal Counsel: Mr. Peeler; Providers: Brookshire VFD, City of Katy, Mt. Zion VFD, Monaville VFD, Pattison Area VFD, Rolling Hills VFD, Tri-County VFD, Waller EMS, and Waller VFD; Gundersons Bookkeeping, the District Bookkeeper; and Mr. Weinman the ESD Director.

1 and 2. The Meeting was called to order at: 7:00 p.m. by *Mr. Tommy Davis*. The pledge of allegiance was said and an opening prayer was said by Mr. Frank Jackson.

- 3. To take action to swear in newly appointed commissioner and take action on Board Office Positions.** Mr. Hollis Ulbricht was sworn in as commissioner by Mr. Peeler. Mr. Hollis Ulbricht will fill the 5th board officer position.
- 4. To receive public Comment, including vendors and service providers.** A Representative from Brookshire mentioned they were having their spaghetti fundraiser Saturday and everyone is welcome.
A couple mentioned that they were putting together a community picnic November 15th from noon – 5 pm at the Hempstead Park. They invited the fire department to come and bring some fire trucks. They also are trying to put together some softball games, the fire departments against the police departments.
- 5. To review and take action on approval of minutes of prior meetings.** *Mr. Hargrave* made a motion to approve the prior minutes. *Mr. Ulbricht* seconded the motion, which passed 3 to 0.
- 6. To receive a report from the Waller County Fire Chief's Association.** Fire Chief Hollis Ulbricht mentioned that Daikin is going to revisit with the Fire Chiefs.
- 7. To receive financial report from the District Treasurer and bookkeeper and pay bills.**

Mr. Ulbricht made a motion to approve the bills. *Mr. Hargrave* seconded the motion which passed 3 to 0.

Prosperity – Operations # 1881	\$5,935.55
Prosperity – Tax/Public # 8700	\$719,362.54
FNB – Public Funds # 8084	\$2,013,875.94
Accounts Receivable	\$322,537.06
Total Revenues for September	\$3,684.89
Total Provider Payments	\$139,385.34
Total District Expenses	\$85,534.26

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Payment</u>
09/21/2015	BFF Investments	September Light Bill	230.70
10/01/2015	BFF Investments	RENT - Nov 2015	1,400.00
09/08/2015	Butler Business Products	Ink for Barry's Printer	104.07
10/01/2015	City of Brookshire	Provider Payment - November 2015	1,216.67
10/01/2015	City of Katy	Provider Payment - November 2015	6,250.00
10/12/2015	Coveler & Katz, P.C.	September Fees	6,198.17
10/12/2015	FastSigns	515-17657	2,338.00
10/08/2015	Gundersons Bookkeeping LLC	Inv #704 - Bookkeeping Sept 3 - Oct 7 2015	3,461.18
08/17/2015	Harris Co Appraisal Dist	PSI15002059	1,470.00
09/09/2015	Houston Chronicle	Inv #899247007	7,785.50
09/14/2015	Houston Chronicle	Inv #899247008	4,260.43
09/22/2015	Houston Chronicle	Inv #899247009	7,785.50
09/15/2015	Michael Twigg	2 Years server space with ICDSOft	225.00
09/27/2015	Michael Twigg	Inv #138	100.00
10/01/2015	Monaville VFD	Provider Payment - November 2015	6,650.00
10/01/2015	Mt. Zion Community VF Assoc., Inc.	Provider Payment - November 2015	1,593.75
10/01/2015	Pattison Area VFD, Inc.	Provider Payment - November 2015	7,075.42
10/01/2015	Prairie View VF Association, Inc.	Provider Payment - November 2015	4,411.42
10/07/2015	Prosperity Bank - CC	Sept 2015 CC Charges; Acct ending 9927	3,198.72
10/05/2015	Rodney Crosby	Hempstead VFD September Training	525.00
10/05/2015	Rodney Crosby	Inv #70 - Prairie View VFD September Training	700.00
10/05/2015	Rodney Crosby	Inv #71 - Rolling Hills VFD September Training	525.00
10/01/2015	Rolling Hills VFD	Provider Payment - November 2015	4,087.92
10/05/2015	Tri-County VFD	Roy Howse Meal Reimbursement	47.94
10/05/2015	Tri-County VFD	Reimbursement for Howard Johnson	246.34
10/05/2015	Tri-County VFD	Reimbursement for Kendall County Fire Marshall	25.00
10/05/2015	Tri-County VFD	Reimbursement for Howard Johnson	327.69
10/05/2015	Tri-County VFD	Reimbursement for Rescue Training International	600.00
10/01/2015	Tri-County VFD	Provider Payment - November 2015	6,618.50
10/13/2105	United States Treasury	September Payroll Liabilities	1,113.76
10/01/2015	Waller County EMS, Inc.	Provider Payment - November 2015	95,833.33
10/12/2015	Waller County Septic	Monaville VFD	15,410.00
10/15/2015	Weinman, Barry	Payroll	1,463.44
10/30/2015	Weinman, Barry	Payroll	1,463.43
10/01/2015	Waller VFD, Inc.	Provider Payment - November 2015	5,648.33
			200,390.21

8. To review and take action to pay operations funding pursuant to 2015 budgets and service agreements with the District contracted emergency services providers (Departments). *Mr. Ulbricht* made a motion to pay the service providers. *Mr. Hargrave* seconded the motion, which passed 3 to 0.

- 9. To review and take action on approval of sale of tax foreclosed properties. No Action.
- 10. To review and take action on revisions to District and/or Department operating and capital budgets pursuant to re-allocations and/or other matters.

Budget Transfer Request Form

Department: **Rolling Hills VFD**

Date 10/6/2015

Line Item	Line Item Description	Current Remaining Balance	Increase Budget	Decrease Budget
6002	Accounting / Bookkeeping	299.77	650.00	
7205	Utilities: Septic	400.00		400.00
7206	Utilities: Telephone / DSL / Internet	(88.00)	600.00	
7203	Utilities: Garbage / Trash Pickup	700.00		450.00
7202	Utilities: Water	70.66	225.00	
5304	Dues / State Fireman's Subscriptions	955.00		625.00
			<u>1,475.00</u>	<u>1,475.00</u>

Comments

Budget revision needed to meet projected expenditures for remainder of year based on year to date trends

Mr. Hargrave made a motion to approve this budget reallocation for Rolling Hills VFD. *Mr. Ulbricht* seconded the motion, which passed 3 to 0.

- 11. To review and take action on revisions to District 2016 Budget. No Action taken.
- 12. To review and take action on 2016 budgets and approve funding for Departments. No Action taken, due to Mr. Albert was not in attendance.
- 13. To review and take action to contract with Departments for 2016, including approval of contract forms and action on coverage areas. No action taken seeing how 2016 budgets for departments was not finalized.

14. **To receive a report from the District Emergency Service Director.** Mr. Weinman said that the signs for Rolling Hills and Mallard Crossing signs are in. The new plaques for Rolling Hills and Tri-County are being made. The Open House for Rolling Hills VFD went really well. The Tender for Rolling Hills VFD should be in soon. The Septic Issues was finished up at Monaville VFD.
15. **To review and take action on real estate.** Mr. Peeler had 2 copies of the contract for the Mallard Crossing Property that needed to be signed and sent to the Title Company. The contract says that ESD will pay for all closing expenses and a survey is also needed.
16. **To review and take action on District facilities including administration building and fire stations, including construction payments, selection of architects or engineers and selection of contractors.** Skip until after executive session.
17. **To review and take action to approve capital acquisitions and appropriate funding theory, including action on acquisition financing.** No Action.
18. **To review and take action on the disposition of surplus and salvage property.** Mr. Peeler is working on this still.
19. **To meet in Executive Session pursuant to Government Code Sections 551.072, 551.074 and 551.071 to discuss District real estate, personnel matters and to consult with legal counsel.** The board went into executive session at 7:26; they reopened the meeting at 8:00 pm.
16. **To review and take action on District facilities including administration building and fire stations, including construction payments, selection of architects or engineers and selection of contractors.** *Mr. Ulbricht* made a motion to put together a building committee. *Mr. Hargrave* seconded to the motion, which passed 3 to 0.
20. **To review and take action on any matters related to current District funding of Monaville VFD, including action regarding territory coverage.** Mr. Peeler said that he probably shouldn't have put this item on the agenda; he thought that Monaville was missing calls. No Action.
21. **Adjournment.** *Mr. Ulbricht* made a motion to adjourn at 8:01 PM, *Mr. Hargrave* seconded the motion, which passed 3 to 0.

Tommy Davis, President