

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, April 12, 2016 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, Tommy Albert, Gary Ferguson and Tommy Davis; Legal Counsel: Mr. Peeler; Providers: City of Brookshire VFD, Monaville VFD, Mt. Zion VFD, Pattison Area VFD, Prairie View VFD, Tri-County VFD. Rolling Hills VFD, Waller EMS, and Waller VFD; Gundersons Bookkeeping, the District Bookkeeper; and Mr. Weinman the ESD Director.

- 1. Call Meeting to order, pledge of allegiance, and invocation.** The Meeting was called to order at: 7:03 p.m. by Mr. Tommy Davis. The pledge of allegiance was said by Mr. Tommy Albert and Chief Frank Jackson was asked to give the prayer.
- 2. To receive public comment, including vendors and service providers.** None.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the March minutes. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
- 4. To receive a report from the Waller County Fire Chief’s Association.** No Monthly Meeting Held.
- 5. To address financial matters including report from the District Treasurer and bookkeeper, pay bills, investment policy and depository pledge agreements.** Mrs. Gunderson read the financial report. *Mr. Albert* made the motion to accept the Financial Report. *Mr. Hargrave* seconded the motion, which passed 5 to 0. *Mr. Ferguson* made the motion for the District bills to be paid. Mr. Albert seconded the motion, which passed 5 to 0. Mr. Peeler mentioned that the Investment Policy would be forwarded to each of the commissioners for their review and be voted on next meeting. Mr. Davis asked if it would be a problem to have the bank split funds between 2 banks.

Prosperity – Operations # 1881	\$3,471.04
Prosperity – Tax/Public # 8700	\$2,973,997.30
FNB – Public Funds # 8084	\$2,022,704.15
Accounts Receivable	\$689,213.96
Total Revenues for March	\$27,679.11
Total Provider Payments	\$173,228.74
Total District Expenses	\$91,570.80

Vendor Name	Memo	Open Balance
Advanced Rescue Systems	Inv #315160 - Pattison Area VFD (Rescue Tool Serv)	725.00
ADP	Adj to Feb Payroll	-48.00
ADP	Adj to March Payroll	-48.00
ADP	Inv #469787710 - March	234.24
Barry Weinman	Payroll and Taxes	2,018.44
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BFF Investments, LLC	March Light Bill	167.99
BFF Investments, LLC	RENT - May 2016	1,400.00
Butler Business Products	Inv #41012-0	30.90
City of Brookshire	Provider Payment - May 2016	1,375.00
City of Katy	Provider Payment - May 2016	4,166.67
Coveler & Katz, PC	March Services	2,448.18
Gundersons Bookkeeping	Monthly Bookkeeping (March 3,2016 - April 7, 2016)	3,021.93
Metro Fire, Inc.	Inv #91495-1	7,608.00
Metro Fire, Inc.	Inv #93336-1	16,632.00
Metro Fire, Inc.	Inv #93337-1	7,224.00
Michael Twigg	Website Maintenance	375.00
Monaville VFD	Training Meals Reimbursement	323.43
Monaville VFD	Provider Payment - May 2016	5,358.33
Mt. Zion Community VF Assoc., Inc.	Provider Payment - May 2016	2,015.83
Pattison Area VFD, Inc.	Provider Payment - May 2016	7,732.50
Pattison Area VFD, Inc.	Reimbursement for Metro Fire Inv #95557-1	7,108.00
Prairie View VF Association, Inc.	Provider Payment - May 2016	4,089.58
Prosperity Bank - CC	March 2016 CC Charges; Acct ending 9927	413.04
Rodney Crosby	Inv #87 - Hempstead VFD	175.00
Rodney Crosby	Inv #88 - Prairie View VFD	175.00
Rodney Crosby	Inv #89 - Rolling Hills VFD	225.00
Rolling Hills VFD	Provider Payment - May 2016	5,254.58
Rolling Hills VFD	Reimbursement - Texas Mutual Ins	2,135.00
TESRS	Inv #9278 -	6,120.00
Tri-County VFD	Provider Payment - May 2016	7,254.58
Waller County EMS, Inc.	Provider Payment - May 2016	100,000.00
Waller VFD, Inc.	Provider Payment - May 2016	5,981.67
	TOTAL PAYMENTS:	203,711.33

6. **To review and take action on granting exemptions for 2016.** No Action
7. **To review and take action to pay operations funding pursuant to budgets and service agreements with the District contracted emergency service providers (Departments).** There is no signed contract from City of Katy or City of Brookshire yet. The City of Brookshire will get signed contract to Barry Weinman tomorrow. Mr. Weinman mentioned that The City of Katy has a revised contract which includes an hourly rate per vehicle that could add up to \$500,000.00 per year. *Mr. Davis* has a meeting set up next week with the City of Katy to talk about the contract. *Mr. Albert* made a motion to pay the providers with the exception of Brookshire until ESD receives the signed contract and zero City of Katy. *Mr. Ferguson* seconded the motion which passed 5 to 0.
8. **To review and take action to engage property tax review services, including a presentation from Dr. Ron Welch of Municipal Information Services.** Dr. Ron Welch mentioned that he has worked with U of H in the past and he keeps track of Municipal Utility Districts to make sure everything is being taxed correctly. He has been doing this since 1984 and has found 136 accounts not being taxed properly from Harris County alone. If we would like to retain his services it is a 5 year contract to do so. The first year includes setting up which is more expensive due to the amount of work then years 2 to 5 are not as expensive. *Mr. Ferguson* asked what happens to the Home Owners that are found not being taxed correctly. Dr. Welch stated that that decision is left up to the board the past fees can be waived if so agreed upon. *Mr. Ferguson* stated that this is a project that has been long overdue and now the means are available. *Mr. Ferguson* made a motion to approve the contract with Dr. Welch. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
9. **To review and take action on revisions to District and/or Department budgets pursuant to re-allocations and/or other matters.** No Action.
10. **To review and take action to amend emergency services agreements with contracted fire providers regarding funding for paid staffing.** *Mr. Ferguson* made a motion to table this subject to the next meeting. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
11. **To review and take action regarding interlocal agreements with municipalities for the provision of emergency services.** No Action.
12. **To receive a report from the Districts Emergency Service Director.** Mr. Weinman stated that the thermal imagers have been received and handed out to the departments. The receipt of the thermal imagers is a great addition to the District/Departments.

Mr. Weinman mentioned that the Mallard Crossing survey is in progress and it should move along pretty quickly.

Mr. Weinman stated that there is a really good prospective property in Katy. If we can reach an agreement with Katy there may be no need to rush to get a Fire Station up. *Mr. Davis* requested to continue moving forward to retain the property while it is available.

Mr. Weinman stated there will be a meeting tomorrow night to go over all applications received. August 1st is the projected starting date for the paid Fire Fighters. He also stated that there is limited gear available. We could rent gear, but it would need to fit properly for the safety of the fire fighters. Mr. Weinman stated that if we place the order soon we should receive the new gear by July. *Mr. Ulbricht* asked if new gear should be ordered if the fire fighters are not yet committed. Mr. Weinman stated that the fire fighters will have to commit before ordering new gear.

13. **To review and take action on real estate, including purchase, sale and encumbrances.** No Action.
14. **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.** No Action.
15. **To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Mr. Weinman mentioned that he spoke with Bryan Nichols in regards to the radios. He stated that they are completely upgradable. The cost to upgrade the radios to digital is \$325.00 per radio and \$50.00 per radio for a new antenna. There is also a minimum of 20 radios. The total cost of reprogramming the radios is \$7,500.00 plus the installation fee. Mr. Weinman stated that these radios were part of a grant to the Sheriff's Office therefore they cannot be sold and this is the reason they are donating them to ESD. *Mr. Albert* made a motion to accept the radios plus get them installed for a total of \$15,000.00. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

Mr. Weinman stated that the last booster that Prairie View VFD received still needs approximately \$1,000.00 of equipment to finish it up. *Mr. Ferguson* made a motion to approve the equipment purchases Prairie View needs. *Mr. Albert* seconded the motion, which passed 5 to 0.

Mr. Weinman stated that it may take a year to get the Mallard Crossing up and running. He suggested that a truck is ordered before the completion of the new building being that it takes up to a year to get a new apparatus. Mr Weinman was instructed to get the numbers for a new apparatus.

16. **To review and take action on the disposition of surplus and salvage property.** No Action.
17. **To review and take action regarding audits and/or financial matters of service providers.** No Action.
18. **To review and take any action necessary regarding municipal annexations.** No Action.
19. **To review and take action on employment of emergency services personnel.** No Action.
20. **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.** No Action.

21. Adjournment. *Mr. Albert* made a motion to adjourn at 8:08 PM, *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer