

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, May 10, 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, City of Hempstead 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: 7:07 p.m. by Mr. Tommy Davis. The pledge of allegiance and the prayer was said by Mr. Tommy Albert.
- 2. To receive public comment, including vendors and service providers.** The City of Brookshire stated their Cinco de Mayo Parade will be held Saturday May 15, 2016 beginning at 10 am and the Festival will be held on Sunday May 16, 2016.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the April minutes. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** Pattison Area VFD stated that Dana the head dispatcher needs an apparatus list from each department. He also stated that the 800 radios and the floods were discussed.
- 5. To review and take action on 2015 District Audit, including presentation by auditor.** Mr. Peeler will contact Auditor and get a status update.
- 6. 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. Ferguson* requested that the CPA be contacted to find out about the \$3,000.00 due from the Title Company. *Mr. Ferguson* also inquired about the time clocks from ADP being set up at Tri-County VFD, Pattison Area VFD and Waller VFD. He was informed by the departments that they were scheduled for installation on the upcoming Friday and the paid Firefighters may begin as early as the following Monday. *Mr. Albert* stated that First National Bank has proposed a better interest rate than what is currently being given from Prosperity Bank. *Mr. Davis* stated he would abstain from voting due to the ties he has with First National Bank. *Mr. Albert* made a motion to move \$2,000,000.00 from Prosperity Bank to First National Bank to take advantage of the better interest rate and contact Harris County to have the direct deposit of taxes to be changed over to First National Bank as well. *Mr. Ulbricht* seconded the motion, which passed 4 to 0 with *Mr. Davis* abstaining. *Mr. Ferguson* made the motion to accept the existing Investment Policy. *Mr. Ulbricht* seconded the motion, which passed 5 to 0. *Mr. Ferguson* made the motion for the District bills to be paid. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$8,814.35
Prosperity – Tax/Public # 8700	\$2,918,833.08
FNB – Public Funds # 8084	\$2,024,097.30
Accounts Receivable	\$559,847.92
Total Revenues for April	\$48,195.93
Total Provider Payments	\$143,228.74
Total District Expenses	\$65,435.06

Vendor Name	Memo	Open Balance
ADP	Payroll Fees for May	182.28
BFF Investments, LLC	April Light Bill	126.24
BFF Investments, LLC	RENT - June 2016	1,400.00
City of Brookshire	Provider Payment - June 2016	1,375.00
City of Katy	Provider Payment - June 2016	4,166.67
Coveler & Katz, P.C.	Professional Services for April	1,146.70
Gundersons Bookkeeping LLC	Inv #907 - Monthly Bookkeeping - 4/8/16 - 5/4/16	3,629.97
Metro Fire, Inc.	Inv #91797-1	14,010.00
Michael Twigg	Website Maintenance - May 2016	100.00
Monaville VFD	Reimb for Training Expenses - Class, Fuel & Hotel	2,477.90
Monaville VFD	Reimbursement for VFIS Inv #31851	3,526.00
Monaville VFD	Provider Payment - June 2016	5,358.33
Mt. Zion Community VF Assoc., Inc.	Provider Payment - June 2016	2,015.83
Pattison Area VFD, Inc.	Reimbursement for VFIS Ins	6,039.08
Pattison Area VFD, Inc.	Reimbursement for MES Inv #In1014342 - Flow Test	320.00
Pattison Area VFD, Inc.	Provider Payment - June 2016	7,732.50
Pattison Area VFD, Inc.	May 2016 Payroll	9,044.71
Pattison Area VFD, Inc.	Reimbursement for Edmonds Ins Inv #2035	1,244.00
Prairie View VF Association, Inc.	Provider Payment - June 2016	4,089.58
Prosperity Credit Card	April Charges	346.05
Rodney Crosby	Hempstead VFD	175.00
Rodney Crosby	Prairie View VFD	350.00
Rodney Crosby	Rolling Hills VFD	525.00
Rolling Hills VFD	Provider Payment - June 2016	5,254.58
Tri-County VFD	May 2016 Payroll	9,044.71
Tri-County VFD	Reimbursement for Training Expenses	1,464.02
Tri-County VFD	Reimbursement for VFIS Inv #32388	4,597.00
Tri-County VFD	Provider Payment - June 2016	7,254.58
Waller Co Appraisal District	2016 Allocation - 3rd Qtr	14,550.24
Waller County EMS, Inc.	Provider Payment - June 2016	100,000.00

Waller VFD, Inc.	Provider Payment - June 2016	5,981.67
Waller VFD, Inc.	May 2016 Payroll	9,044.71
Waller VFD, Inc.	Reimb. for WC Ins, Auto Ins, A & S Ins and Commercial Ins	10,062.00
Waller VFD, Inc.	Reimbursement for Training Exp. - Hotel	891.16
Waller VFD, Inc.	Reimb for Terry Dahlke Training Exp - Meals & Mileage	206.15
Weinman, Barry	Payroll & Taxes 5-15-16	2,018.44
Weinman, Barry	Payroll & Taxes 5-31-16	2,018.44
TOTAL PAYMENTS		241,768.54

7. **To review and take action on granting exemptions for 2016.** *Mr. Ferguson* made a motion to raise the exemption amount to \$136,000.00 average cost for those 65 and older and the Disabled. *Mr. Hargrave* seconded the motion. *Mr. Albert* made a motion to table this discussion till next meeting to research how it will affect the revenue. *Mr. Ferguson* seconded the motion, which passed 5 to 0.
8. **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, but there is a meeting set up for Thursday to speak with The City of Katy. *Mr. Albert* made a motion to pay the providers with the exception of The City of Katy. *Mr. Ferguson* 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.** Mrs. Gundersons presented the Payroll Budget for the 3 departments Pattison Area VFD, Tri-County VFD and Waller VFD. *Mr. Albert* made a motion to approve the allocation of payroll funds. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
10. **To review and take action to amend emergency services agreements with contacted fire providers regarding funding for paid staffing.** No Action.
11. **To review and take action regarding interlocal agreements with municipalities for the provision of emergency services.** Hold till after executive session.
12. **To receive a report from the District Emergency Service Director.** Mr. Weinman stated that all equipment is now back in service with the exception of 1 truck and 1 ambulance, which is being moved to get repaired.
Mr. Weinman stated that the paid day crews are moving along.
Mr. Weinman mentioned that the Mallard Crossing is moving along and it has already been surveyed.
Mr. Weinman stated he had a meeting with Johnson Development & the MUD, but nothing good came of it.
Mr. Weinman mentioned that Igloo Road is now open all through.
Mr. Weinman stated that the Prairie View VFD equipment has come in already.
13. **To review and take action on real estate, including purchase, sale 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. Mr. Ferguson mentioned that trying to build on the South end is not going to fit into the program that was discussed previously. Mr. Peeler mentioned that at this time there is no contract with Drymala we are only in the design phase. There is still room for adjustments to the project if needed. Once the scope is all set you are locked in.

Waller VFD Chief Schmidt mentioned that a building was offered to Waller VFD from Cy-Fair it is a 4500 Sq. Ft. building.

15. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing. Mr. Weinman mentioned that an email has been sent out to all chiefs in regards to new gear needed for the volunteer firefighters. The last time new gear was purchased was 22 months ago. 19 volunteer firefighters are in need of new gear. The total cost for the 19 sets of gear is \$55,790.10. *Mr. Albert* made a motion to purchase the additional 19 sets of gear. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

Mr. Weinman stated that he has met with the chiefs of each department and they all agree that additional boats are needed. They have also agreed on which one is the best to purchase. It is an 18 ft long x 60" floor and the cost of said boat is \$20,291.00 each. There is 1 needed for each precinct and there are 4 precincts. We currently own 1 boat therefore only 3 additional boats would need to be ordered. The chiefs will maintain and train quarterly. *Mr. Davis* requested that this be tabled till next meeting.

Mr. Weinman stated that ordering new trucks was mentioned at the last meeting. It takes approximately 390 days of build time. A 1,000 gallon tank will cost \$322,895.00, a 1,200 gallon tank will cost \$325,895.00 and a 3,000 gallon tank will cost \$437,394.00. JR Woolley with Tri-County mentioned that they would prefer a truck the same as the last one purchased. There will be 3 trucks needed 1 for Mallard Crossing, 1 for the South end of the county and 1 for Willow Creek Farms. *Mr. Davis* requested that this be tabled till after the executive session.

16. To review and take action on the disposition of surplus and salvage property. Mr. Peeler mentioned that the title was found and Chief Schmidt still has to finish the transfer paperwork.

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.
Board left for executive session at 8:12 pm, and returned from executive session at 8:57 pm.

13. To review and take action on real estate, including purchase, sale, encumbrances. *Mr. Albert* made a motion to have Mr. Peeler attempt to make a purchase for land. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

15. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing. *Mr. Albert* made a motion to purchase 3 1,000 gallon tank Pumpers. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

21. Adjournment. *Mr. Albert* made a motion to adjourn at 9:01 PM, *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer