

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, July 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 with Coveler & Katz; Providers: City of Brookshire VFD, Monaville VFD, Pattison Area VFD, Prairie View VFD, Tri-County VFD, Rolling Hills VFD, Waller EMS, and Waller VFD; and Gundersons Bookkeeping, the District Bookkeeper.

- 1. Call Meeting to order, pledge of allegiance, and invocation.** The Meeting was called to order at: 7:04 p.m. by Mr. Tommy Davis. The pledge of allegiance was said by Mr. Tommy Albert and the opening prayer was said by Chief Frank Jackson.
- 2. To receive public comment, including vendors and service providers.** No Action.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the June minutes. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** Chief Orsak stated there was a meeting held where the purchase of boats were discussed as well as Pattison Area VFD and Tri-County VFD will be putting together a task force with all Captains for a Response Team. Chief Orsak will oversee that training will be done for the Task Force.
- 5. To review and take action on 2015 District Audit, including presentation by auditor.**
Approved last meeting.
- 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. Albert* made a motion to approve the District Bookkeepers financial report and for the District bills to be paid. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$8,366.35
Prosperity – Tax/Public # 8700	\$430,677.86
FNB – Public Funds # 8084	\$4,191,510.69
Accounts Receivable	\$413,435.77
Total Revenues for June	\$99,103.78
Total Provider Payments	\$170,362.87
Total District Expenses	\$76,616.40

Vendor	Date	Memo	Open Balance
BFF Investments, LLC	06/24/2016	June Light Bill	160.79
BFF Investments, LLC	07/01/2016	RENT - August 2016	1,400.00
City of Brookshire	07/01/2016	Provider Payment - August 2016	1,375.00
City of Katy	07/01/2016	Provider Payment - August 2016	4,166.67
Coveler & Katz, PC	07/11/2016	June Services	3,996.90
Gundersons Bookkeeping LLC	07/01/2016	Monthly Bookkeeping - 6-9-16 thru 7-7-16	1,170.57
Metro Fire	07/07/2016	Inv #98350-1 - Volunteer FF Bunker Gear	6,870.00
Michael Twigg	06/26/2016	Website Maintenance - Inv #175	100.00
Monaville VFD	07/01/2016	Provider Payment - August 2016	5,358.33
Monaville VFD	07/05/2016	Reimbursement for VFIS Inv #33009	3,526.00
Mt. Zion Community VF Assoc., Inc.	07/01/2016	Provider Payment - August 2016	2,015.83
Pattison Area VFD, Inc.	07/01/2016	July 2016 Payroll	9,044.71
Pattison Area VFD, Inc.	07/01/2016	Provider Payment - August 2016	7,732.50
Prairie View VF Association, Inc.	07/01/2016	Provider Payment - August 2016	4,089.58
Prosperity Credit Card	06/30/2016	June Credit Card Expenses	386.47
Rodney Crosby	06/30/2016	Inv #96 - Hempstead VFD	825.00
Rodney Crosby	06/30/2016	Inv #97 - Prairie View VFD	1,000.00
Rodney Crosby	06/30/2016	Inv #98 - Rolling Hills VFD	825.00
Rolling Hills VFD	07/01/2016	Provider Payment - August 2016	5,254.58
Rolling Hills VFD	07/01/2016	Reimb for VFIS Inv #32308	3,532.00
Rolling Hills VFD	07/01/2016	Reimb for Matching of TFS Equipment Grant	4,155.65
Stewart Title	06/27/2016	Closing Cost for Mallard Crossing Property	3,867.96
Tri-County VFD	07/01/2016	July 2016 Payroll	9,044.71
Tri-County VFD	06/22/2016	Reimbursement for VFIS Inv #32878	2,043.00
Tri-County VFD	07/01/2016	Provider Payment - August 2016	7,254.58
Waller County EMS, Inc.	07/01/2016	Provider Payment - August 2016	100,000.00
Waller VFD, Inc.	07/01/2016	July 2016 Payroll	9,044.71
Waller VFD, Inc.	07/01/2016	Provider Payment - August 2016	5,981.67
Weinman, Barry	07/15/2016	Payroll and Taxes	2,018.44
Weinman, Barry	07/29/2016	Payroll and Taxes	2,018.44
TOTAL PAYMENTS			208,259.09

7. To review and take action to pay operations funding pursuant to budgets and service agreements with the District contracted emergency service providers (Departments). *Mr. Albert* made a motion to pay the providers with the exception of The City of Katy. *Mr. Hargrave* seconded the motion which passed 5 to 0. *Mr. Davis* mentioned that *Mr. Weinman* met with The City of Katy and they are back to the drawing board.

- 8. To review and take action on revisions to District and/or Department budgets pursuant to re-allocations and/or other matters.** Mrs. Gunderson mentioned the request from Monaville VFD to move \$1200.00 from Line 5206 Website and put \$925.00 into Line 6605 Lawn Care and \$275.00 to Line 6301 Apparatus Repairs. *Mr. Albert* made a motion to approve the transfer of funds. *Mr. Ferguson* seconded the motion, which passed 5 to 0.
- 9. To review and discuss appraisal values of the District and authorize counsel to prepare and publish Effective Tax Rate Notice.** No Action.
- 10. To review and take action on 2016 appraisal valuations and commencement of adoption of 2016 tax rate, including review of 2016 effective tax rate calculations and scheduling any necessary public hearings to adopt District 2016 tax rate.** No Action.
- 11. To conduct mid-year budget review and amend 2016 budget.** No Action.
- 12. To develop a timeline for preparing the District's 2017 budget.** *Mr. Albert* stated that preparation of the budget is underway and will be ready for approval next month.
- 13. To review and take action to amend emergency services agreements with contracted fire providers regarding funding for paid staffing.** *Mr. Ulbricht* made a motion to approve amending the contract for Payroll for Pattison Area VFD, Tri-County FD and Waller VFD. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 14. To review and take action regarding interlocal agreements with municipalities for the provision of emergency services.** No Action.
- 15. To receive a report from the District Emergency Service Director.** No Action.
- 16. To review and take action on real estate, including purchase, sale encumbrances.** No Action.
- 17. 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* made a motion to ask for a variance from the city to not have to build a retention pond. *Mr. Albert* seconded the motion, which passed 5 to 0.
- 18. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** No Action.
- 19. To review and take action on the disposition of surplus and salvage property.** *Mr. Peeler* stated that Chief Gene Schmidt needs to sign a form to transfer truck to Waller Harris ESD 200. *Mr. Peeler* also stated that the chasis title has been misplaced and would need a formal request to get a duplicate title. *Mr. Ferguson* made a motion to formally authorize a replacement title be requested for the 2nd chasis. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 20. To review and take action regarding audits and/or financial matters of service providers.** *Mr. Peeler* stated he would give an update during executive session. No Action.
- 21. To review and take any action necessary regarding municipal annexations.** No Action.
- 22. 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 7:22 pm, and returned from executive session at 7:28 pm.

23. Adjournment. *Mr. Albert* made a motion to adjourn at 7:29 PM, *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer