

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 10, 2018 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: Tommy Davis, Gary Ferguson, Tommy Albert, Darwin Hargrave, and Hollis Ulbricht; Legal Counsel: Coveler & Peeler, P.C.; Providers: City of Brookshire, City of Hempstead, Monaville VFD, Mt. Zion VFD, Pattison Area VFD, Prairie View VFD, Rolling Hills VFD, Tri-County FD, Waller VFD, and Waller County EMS; Gundersons Bookkeeping, the District Bookkeeper; and Mr. Weinman, ESD Director.

- 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*. *Mr. Tommy Albert* led the pledge of allegiance and invocation.
- 2. To receive public comment, including vendors and service providers.** Prairie View VFD Assistant Chief Vedron Bordeaux reminded everyone about the graduation for the new cadets of Prairie View VFD, to be held that Saturday at 10:00 a.m. at the MSC building on PVAM campus. Also he reminded everyone to attend the banquet for the Fire Chief banquet in August. He stated that they need to list the FF of the year and/or group photo as well as fill out the paperwork. Assistant Chief Vedron Bordeaux also thanked the commissioners and everyone for what they do for Waller County.

Christina Mathes spoke on behalf of Captain Michael Mathes that Mike McDaniels with "I am Responding" has been trying to contact Barry Weinman for over a month with no success to present the capabilities of the CAD system. He will be in town at the end of the month while he is at fire school in College Station. He was trying to get something set up between July 19-24, but no one got back to him. Bo Hashaw added to this by stating that dispatch will not cooperate in getting information on the CAD. He has been working with Dan because what they have now will do what he is responding to do. It will not work if the CAD will not do it. They cannot get Tyler Technologies, who operates the CAD, to cooperate to see if it will even work. Christina Mathis stated that that is what the patch is for. Bo Hashaw recommended not to set up a meeting until they know if it is even going to work. There was a quote presented for \$6000 to install the software on the CAD.

- 3. To review and act on approval of minutes of prior meetings.** *Mr. Albert* made a motion to accept the minutes. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** No Action
- 5. To review and act on properties designated for tax sales by Waller County or Harris County, including action on deeds for same.** No Action.
- 6. To address financial matters including report from the District Treasurer and bookkeeper, pay bills, investment policy and depository pledge agreements.** Miki Ellis read the financial report. *Mr. Ferguson* stated that he would prefer tabs on the financials to make it easier to

follow. *Mr. Ferguson* also questioned the \$10,000 payment to the Sheriff's Department and *Barry Weinman* explained. *Mr. Albert* made a motion to approve the District Bookkeepers financial report and. *Mr. Hargrave* seconded the motion, which passed 5 to 0. *Mr. Albert* made a motion for the District bills to be paid. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

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|--------------------------------|---------------------|
| Prosperity – Operations # 1881 | \$49,814.15 |
| Prosperity – Tax/Public # 8700 | \$41,289.63 |
| FNB – Public Funds # 8084 | \$5,500.973.86 |
| Accounts Receivable | \$499,299.83 |
| Total Revenue for June | \$14,184.38 |
| Total Provider Payments | \$172,289.84 |
| Total District Expenses | \$168,097.59 |

| Vendor | Date | Num | Amount | Memo/Description |
|--|-------------|------------------|---------------------|-------------------------|
| ADP | | | | |
| | 06/22/2018 | 516576896 | <u>419.81</u> | |
| Total for ADP | | | \$ 419.81 | |
| AFLAC | | | | |
| | 06/25/2018 | 178304 | <u>774.27</u> | INV#178304 June AFLAC |
| Total for AFLAC | | | \$ 774.27 | |
| | | | | |
| | 06/20/2018 | 20180491 | <u>242.50</u> | Inv#20180491 |
| Total for Allied Breathing Air, LLC | | | \$ 242.50 | |
| | | | | |
| | 06/29/18 | 216830 | <u>\$ 16,831.65</u> | |
| Total for Blue Cross Blue Shield | | | \$ 16,831.65 | |
| | | | | |
| Colorado County Oil Co. | | | | |
| | 06/13/2018 | 364075 | <u>997.85</u> | Inv #364075 |
| Total for Colorado County Oil Co. | | | \$ 997.85 | |
| | | | | |
| | 07/01/2018 | 2815745606/0 | <u>295.24</u> | Acct# 2815745606/0 |
| Total for Consolidated Communications | | | \$ 295.24 | |
| | | | | |
| | | | <u>\$ 2,831.15</u> | |
| Total for Coveler & Peeler, P.C. | 07/09/18 | Legal Services | \$ 2,831.15 | |
| | | | | |
| DryMall Construction Co | 07/09/18 | Mallard Crossing | <u>\$ 12,800.00</u> | |
| | | | \$ 12,800.00 | |

| | | | | |
|---|------------|----------------|---------------------------|-----------------------------|
| | 07/01/2018 | June Payroll | <u>3,639.43</u> | |
| Total for Edward Jones | | | \$ 3,639.43 | |
| Gundersons Bookkeeping LLC | | | | |
| | 07/04/2018 | 1849 | 30.30 | |
| | 07/01/2018 | 1848 | <u>3,000.00</u> | INV#1848 Bookkeeping |
| Total for Gundersons Bookkeeping LLC | | | \$ 3,030.30 | |
| Metro Fire, Inc. | | | | |
| | 06/18/2018 | 126127-1 | 2,582.00 | INV#126127-1 |
| | 06/20/2018 | 123220-1 | 5,944.00 | Inv#123220-1- Gear |
| | 06/20/2018 | 126129-1 | 70.00 | Inv#126129-1 |
| | 06/28/2018 | 126069-1 | <u>302.00</u> | INV#12069-1 |
| Total for Metro Fire, Inc. | | | \$ 8,898.00 | |
| Mt. Zion VFD | 07/09/18 | | <u>\$ 5,697.00</u> | Reimbursement for Insurance |
| | | | \$ 5,697.00 | VFIS & TX Mutual |
| | 07/06/18 | 762018E | <u>\$ 788.50</u> | INV#762018E |
| Total for PPE Care | | | \$ 788.50 | |
| | 09/12/2017 | 00H10372 | <u>-13.19</u> | Inv #00H10372 |
| Total for Red The Uniform Tailor | | | -\$ 13.19 | |
| | 06/26/2018 | 0853-005283904 | <u>179.44</u> | ACCT#3-0853-0092650 |
| Total for Republic Services | | | \$ 179.44 | |
| | 07/04/18 | 148 | <u>\$ 3,918.75</u> | INV#148 |
| Total for Rodney Crosby | | | \$ 3,918.75 | |
| Rolling Hills VFD | | | | |
| | 05/21/2018 | 1228533 | <u>485.00</u> | |
| Total for Rolling Hills VFD | | | \$ 485.00 | |
| | 06/15/2018 | 1681353 | <u>21,500.00</u> | INV#1681353 |
| Total for Texas Facilities Commission Federal Surplus Property Program | | | \$ 21,500.00 | |
| Tri-County VFD | | | | |
| | 06/29/2018 | | 608.77 | |
| | 07/05/2018 | 318 | 400.28 | |
| | 07/05/2018 | 317 | <u>1,522.69</u> | |
| Total for Tri-County VFD | | | \$ 2,531.74 | |
| VFIS of Texas | 07/06/18 | WALLE-1 | \$ 206.05 | Inv#43457 |
| | 07/06/18 | PATTI-1 | <u>\$ 7,192.00</u> | INV#43462 |
| Total for VFIS of Texas | | | \$ 7,398.05 | |

| Vendor | Date | Num | Amount | Memo/Description |
|-----------------------------|------------|-------------------|--------------------|------------------------|
| | 07/05/18 | | <u>\$ 1,638.00</u> | INV#12674 |
| Total for Waller EMS | | | \$ 1,638.00 | |
| | 07/01/2018 | Electric May 2018 | 186.96 | Electric Bill May 2018 |
| | 07/01/2018 | August Rent | <u>1,400.00</u> | Office Rent August |
| Total for Wendy D. Langford | | | \$ 1,586.96 | |
| TOTAL | | | \$ 96,470.45 | |

7. **To review and discuss appraisal values of the District and authorize counsel to prepare and publish Effective Tax Rate Notice.** *No Action*
8. **To review and discuss the proposed District 2019 budget.** *No Action*
9. **To propose 2018 District tax rate.** *No Action*
10. **To review and act to pay operations funding pursuant to emergency services provider agreements.** *Mr. Albert* moved to pay providers monthly. *Mr. Ferguson* second the motion. Motion passed 5-0. *Mr. Albert* also reminded the providers that their proposed budget is due on August 1, 2018. Use the same format as the past.
11. **To receive report(s) from property tax review.** Ron Welch, Municipal Information Services, presented the commissioners with a booklet on the population and taxable values. Population and taxable value estimates are based on the 2017 tax roll breakdowns by census tracts that overlap the ESD. See Appendix pages 2-7. Also, the short-run projections for both population and taxable values are derived from the summaries shown on Appendix 8-19. The long-run projections from 2022-2032 were derived from an adaptive forecasting model developed for Texas Emergency Services Districts over the last 35 years. In his opinion the WCAD is doing a great job in the number of houses they have in their system. He also left CD's at Gundersons Bookkeeping for each of the Commissioners and Fire Chiefs.
12. **To review and take action to engage the services of a grant-writing consultant.** Barry Weinman stated Brian Cantrell called him and there is a lady working for him that is doing the grants right now. Cannot go any further until commissioners discuss disbursements. This will be discussed in the Executive Session.
13. **To review and take action to approve first responder training programs, including funding for the same.** *No Action.*
14. **To review and act to revise District budget or provider funding amounts.** *No Action*
15. **To receive a report from the District Emergency Services Director on matters affecting the provision of emergency services within the District.** Barry Weinman stated that Centerpoint and John Meyer has gotten together on the 3 phase energy at Station 6 so that should be going forward. Any station that we mismeasured or didn't get measured people please get with Barry

as soon as possible. The high-water vehicles are here and we are doing some minor maintenance, getting them DOT legal. All work is being done in house. He will let the commissioners know when they are ready to go so they can disburse them out to the stations of their choosing. We actually ended up getting a 5 ton.

- 16. To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** *No Action.*
- 17. To review and act on fire stations construction, modification or repairs, including but not limited to payments, selection of architects or engineers and selection of contractors.** *Mr. Davis* has only had one bid from Drymalla which is the cheapest. They are waiting on more bids.
- 18. To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Barry Weinman review from last month. The patch in Brookshire was held up due to the lift cost which is \$350. The radio patch is \$7698.80. The Sheriff's Dept. said they are ready on their end. *Mr. Albert* made a motion to approve the cost of the lift and the radio patch. *Mr. Hargrave* second the motion, which passed 5-0.
- 19. To review and act on any and all matters related to paid personnel employed by District or contracted service providers, including hiring, termination, pay, scheduling employment policies, and benefits.** Table to Executive Session.
- 20. To review, discuss and take action for the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code.** *No Action*
- 21. To review and take action on mutual aid agreements with other jurisdictions and service providers.** *No Action.*
- 22. To review and take action on communications matters, including contracting with vendors, and purchasing equipment/license/software.** *No Action.*
- 23. To meet in Executive Session pursuant to Government Code Sections 551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.** *No Action*
- 24. To meet in Closed Session pursuant to Government Code 551.072 to deliberate regarding real estate matters.** *No Action*
- 25. To meet in Closed Session pursuant to Government Code 551.074 to discuss personnel matters.** Board left for executive session at 7:45 pm and returned from executive session at 8:26 pm. *No Action*
- 26. Adjournment.** *Mr. Ferguson* made a motion to adjourn at 8:26 PM. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer