

HARRIS COUNTY EMERGENCY SERVICES DISTRICT # 13
11900 Cypress North Houston
Cypress, Texas 77429-5948
281 894-0151

MINUTES
Monday, July 27, 2015

SAFE-D WEBCAST
6:30 P.M. – 7:30 P.M.

Legislative Impacts: Recapping the 84th Legislative Session's Effects on ESDs.

John Carlton of The Carlton Law Firm reviewed the recently completed Legislative Session and detailed the changes ESDs should know about. Cliff Avery of Safe-D addressed questions toward the end of the presentation. The presentation ended at 7:32 p.m.

Commissioners present:

Vince Tobin
Scott Johnson
Homer Stevens
JoAnne Arosell

Others:

Sara Hooper

Richard Lieder
Timothy Gibson
Jason Blackman

MEETING MINUTES
Monday, July 27, 2015

Commissioners present:

Vince Tobin
Scott Johnson
Homer Stevens
JoAnne Arosell

Fire Department:

Richard Lieder
Timothy Gibson
Jason Blackman

Vince Tobin called the meeting to order at 7:32 p.m.

Information items:

A. Fire Department Report.

The Fire Chief reviewed his written report beginning with an update for the combined dispatch system which may be on the agenda next month for funding after the partners meet August 5th. He reviewed updates for reports; the staffing program; sale of the 2002 F150; budget preparation; Station 20 lease; and research on property sites for a new station.

B. Staff Report.

The written office report was reviewed.

C. Treasurer Report.

\$17,000 plus was received later in June and \$14,000 so far in July. A transfer of \$292,000 will be made to cover expenses consisting mainly for the Department reimbursement of \$245,157 leaving a combined balance of \$2,436,961.22. Carryforward at year-end is anticipated to be \$592,771.03 after including the additional principal payment of \$500,000.

D. Public Comment.

None.

E. Any additional business that may come before the Board.

None.

Action items:

- I. To review and discuss actions that may be needed as a result of recently passed legislation.
Tabled.
- II. To review and take action on 2015 appraisal valuations and commencement of adoption of 2015 tax rate, including review of 2015 effective tax rate calculations, and scheduling any necessary public hearings to adopt District 2015 tax rate.
Homer Stevens moved, Scott Johnson seconded, a motion to have attorney handle calculations. The motion passed 4-0.
- III. To consider moving the August meeting from August 24th to accommodate review of certified tax rolls due August 25th.
Scott Johnson moved, JoAnne Arosell seconded, a motion to move next month's meeting to Thursday, August 27th. The motion passed 4-0.
- IV. To accept the 2015 2nd Quarter Investment Report as presented.
Homer Stevens moved, JoAnne Arosell seconded, a motion to accept the 2015 2nd Quarter Investment Report as presented. The motion passed 4-0.
- V. To review and approve District/Department contract property exhibit for necessary changes.
Homer Stevens moved, JoAnne Arosell seconded, a motion to approve the property exhibit adding the new staff vehicle. The motion passed 4-0.
- VI. To approve sale of 2002 Ford Pickup Vin#1FTRW08L52KB70852.
JoAnne Arosell moved, Homer Stevens seconded, a motion to approve selling the 2002 pickup. The motion passed 4-0.
- VII. To discuss and approve expenses and payments for Traffic Pre-emption equipment.
Tabled.
- VIII. To discuss Department's strategic plan.
Tabled.
- IX. To review, discuss, and approve preparation of the schematic design for the Master Plan for construction, repair, or renovation of fire stations within ESD 13.
Tabled.
- X. To review and discuss providing our facility for HCESD11 to hold their elections.
Tabled.

- XI. To discuss and consider payment for professional services from Joiner Architects related to architectural and engineering services for station renovations.
Tabled.
- XII. To consider approval for payment to Coveler & Katz, P.C. for professional services as invoiced.
Tabled.
- XIII. To consider payment to Cypress Creek VFD.
a. Monthly reimbursement.
Homer Stevens moved, JoAnne Arosell seconded, a motion to approve payments in the amount of \$245,156.77. The motion passed 4-0.
- XIV. To review and approve expense reimbursements and Trainings including Safe-D webcasts, continuing college education credits and online training classes for Commissioners and Employees.
Homer Stevens moved, JoAnne Arosell seconded, a motion to approve expense reimbursement for training including the Safe-D webcast. The motion passed 4-0.
- XV. To consider approval of the List of Checks Issued which includes disbursements as approved separately; ACH withdrawals and transfers for payroll processing; monthly loan interest and operating expenses.
JoAnne Arosell moved, Homer Stevens seconded, a motion to accept the List of Checks issued for \$314,166.79. The motion passed 4-0.
- XVI. To accept HCESD #13 Financial Statements of June 30, 2015, as presented.
Vince Tobin moved, Homer Stevens seconded, a motion to accept the HCESD#13 Financial Statements of June 30, 2015, as presented. The motion passed 4-0.
- XVII. To consider approval of the minutes from the meeting June 22, 2015.
Homer Stevens moved, Scott Johnson seconded, a motion to approve as read the minutes from the meeting of June 22, 2015. The motion passed 4-0.
- XVIII. Executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee as permitted by the Texas Government Code, Open Meetings Act, Sec. 551.074.
The meeting adjourned to executive session at 8:38 p.m. and was reconvened at 8:53 p.m.
- XIX. To Take Action considered as a result of executive session to discuss personnel matters.
No action taken. A brief discussion was held regarding what constitutes an emergency meeting and the time frame to post an emergency meeting.

Adjourn

The meeting was adjourned at 8:53 p.m.

Respectfully submitted,


Scott A. Johnson
Secretary/Treasurer


Vincent M. Tobin
Vice President