

HARRIS COUNTY EMERGENCY SERVICES DISTRICT # 13

11900 Cypress North Houston
Cypress, Texas 77429-5948
281 894-0151

MEETING MINUTES Monday, July 24, 2017 7:30 P.M.

Commissioners present: Ben Henderson
Vince Tobin
Scott Johnson
Homer Stevens
JoAnne Arosell

Others: Timothy Gibson
Jason Blackman
Angela Hazlegrove
Bill Hageman
Ira Coveler, Coveler & Peeler P.C.

Ben Henderson called the meeting to order at 7:32 p.m.

Information items:

A. Fire Department Report.

D20 vehicle is currently complete and went into service last Thursday July 20, 2017.

The new probationary firefighters that were in the last cadet class are proving to be dedicated members through the number of shifts they work.

On Sunday July 9, 2017, the combined fire dispatch and CCEMS channel's Fairbanks tower took a lightning strike. Both channels were knocked down for several hours.

B. Staff Report

The financial report and treasurer's bond were transmitted to Commissioner's Court for the fiscal year ending December 31, 2016.

C. Treasurer Report.

The percentage of collections for 2016 is approximately 98.64%. \$425,000 will be transferred tomorrow to cover expenses including the Neopost rental; Hart election day support; Station 21 renovation; legal expenses; and a reimbursement to the Department for expenses of \$136,235. Year-end carryover at this point is \$1,277,377.79.

D. Public Comment.

None.

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

None.

Action items:

- I. To review and accept the 2017 2nd Quarter Investment Report as presented.
Homer Stevens moved, JoAnne Arosell seconded, a motion to approve the 2017 2nd Quarter Investment Report as presented. The motion passed 5-0.
- II. To review, discuss and take action on capital improvement plans for 2017.
Postpone.
- III. To receive a report from Joiner Architects related to architectural and engineering services provided to the District and to review, discuss and take action on Station 21 renovation matters related, payment applications and change orders.
Postpone, the loan is moving forward through its process.
- IV. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
Postpone.
- V. To review and take action on the report received from Brad Dill of BD Realty Advisors regarding the Huffmeister Road property and take action as needed pursuant to Tex. Health & Safety Code, Chapter 775 and Tex. Local Government Code, Chapter 272.
Vince Tobin moved, Homer Stevens seconded, a motion to accept the invoice from Stewart Title Company in the amount of \$500 for the City Planning Letter regarding the survey. The motion passed 5-0.
- VI. To consider payment to Cypress Creek VFD:
 - a. Monthly reimbursement.
Vince Tobin moved, Scott Johnson seconded, a motion to approve payment to Cypress Creek VFD monthly reimbursement in the amount of \$136,235.18. The motion passed 5-0.
- VII. To consider approval for payment to Coveler & Peeler, P.C. for professional services as invoiced.
Vince Tobin moved, Homer Stevens seconded, a motion to approve the payment to Coveler & Peeler in the amount of \$5,216.25. The motion passed 5-0.
- VIII. To review and approve expense reimbursements and Trainings including SAFE-D webcasts, continuing college education credits and online training classes for Commissioners and Employees.
Postpone.
- IX. To pay District bills and consider approval of the List of Checks Issued which includes disbursements as approved separately; election expenses; ACH withdrawals and transfers for payroll processing; TCDRS retirement plan; and operating expenses as well as any other checks that are presented at the meeting.
Homer Stevens moved, Vince Tobin seconded, a motion to approve the list of checks issued. The motion passed 5-0.
- X. To accept HCESD #13 Financial Statements of May 31, 2017 as presented.
Vince Tobin moved, JoAnne Arosell seconded, a motion to accept the HCESD #13 Financial Statements of June 30, 2017 as presented. The motion passed 5-0.

- XI. To consider approval of the minutes from the monthly meeting June 26, 2017 and the meeting July 10, 2017.
Vince Tobin moved, JoAnne Arosell seconded, a motion to approve the minutes from the monthly meeting June 26, 2017 and the meeting on July 10, 2017. The motion passed 5-0.
- XII. To review and discuss contractual and operational relationship between Cypress Creek VFD and Harris County ESD No. 13.
Postpone, discussed in Executive session.
- XIII. To adjourn to Executive session at any time during the course of this meeting to discuss any of the matters listed with Attorney, Sec. 551.071; to deliberate about Real Gifts and Donation, Sec. 551.073; to deliberate the discipline, or dismissal of a public officer or employee as permitted by the Texas Government Code, Open Meetings Act, Sec. 551.074; Deliberation about Security Devices, Sec. 551.076.
Ben Henderson moved, Scott Johnson seconded, a motion to suspend the meeting for executive session to discuss the relationship between Cypress Creek VFD and Harris County ESD No. 13 at 8:30pm. The motion passed 5-0. Vince Tobin moved, Homer Stevens seconded, a motion to adjourn from the executive session to open session at 9:18pm. The motion passed 5-0.
- XIV. To take action considered as a result of executive session.
Postpone.

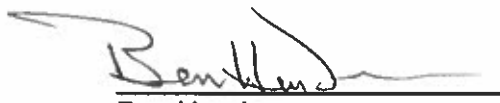
Adjourn

Homer Stevens moved, Vince Tobin seconded, a motion to adjourn. The motion passed 5-0. The meeting was adjourned at 9:19 p.m.

Respectfully submitted,



Scott A. Johnson
Secretary/Treasurer



Ben Henderson
President