

Harris County Emergency Services District No.16

16810 Squyres Road, Klein, Texas 77379-7489

MINUTES OF THE JUNE 8, 2015 MEETING

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- 1 The regular meeting was called to order at 7:00 PM at the Klein Volunteer Fire Department (KVFD) Administration Building by Emergency Services District No. 16 (ESD or District) President Robert S. Farrell. Present were ESD members Herb L. Marker, Robert W. Carson, Mike A. Pate, and Steven T. Falkner. Present as guests were Klein Volunteer Fire Department (KVFD) Fire Chief Andy Dexter, KVFD Deputy Fire Chief Marcus Melvin, KVFD District Chief Josh Wenzel, KVFD Secretary Wendy Ray, KVFD Administrator Rich Jones, District Counsel Ira Coveler (of Coveler & Katz PC), Brad Dill (of BD Reality Advisors), and Kylie Miller. KVFD Third Vice President Linda Bengé, “Kim” Kimbrell (of Third Coast Architects), and KVFD President Barry Blum arrived respectively at 7:02 PM, 7:05 PM, and 7:07 PM.
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- 2 Approval of the minutes for the May 11, 2015 and May 12, 2015 meetings was tabled until the July 2015 meeting.
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- 3 Unanimously approved as presented were the financial report for the period ending June 8, 2015 and bills to be paid (Motion: Robert Carson; Seconded: Herb Marker).
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- 4 Reviewing and taking action on approval of the District’s Depository Agreements was tabled until the July 2015 meeting.
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- 5 Brad Dill reported he had obtained the corrected easement (10 feet changed to 15 feet) for the training facility. The easement needs the property owner’s signature, which he will obtain.
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- 6 “Kim” Kimbrell presented a proposal for Station #8. Mike Pate will review it and will advise the Board about his observations during the July 2015 meeting.
- The following points about Station #8 were made during a general discussion.
1. Herb Marker pointed out that we own the station’s land and the District promised the voters we would build it. He understands there is some concern about finding volunteers to staff it, but the same objection was made before Station #7 was constructed and the station was staffed adequately.
 2. “Kim” Kimbrell advised it will take eight to ten weeks to get station plans together and securing the permits typically takes around five months.
 3. The estimated cost to construct Station #8 is \$2,000,000.

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MINUTES OF THE DISTRICT'S JUNE 8, 2015 MEETING (Cont'd)

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- 6 (Cont'd)** 4. KVFD will plan on having Station #8's people and equipment operational by early 2017.

After the meeting, Chief Dexter said KVFD conducts only one recruit academy a year. Therefore, having new firefighters ready in early 2017 will require recruits being identified in 2015 so they can attend the 2016 training.

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- 7** Chief Dexter pointed out that KVFD's five-year plan calls for Station #6 being remodeled first. Also, Station #6 has the most calls. Therefore, he recommended remodeling Station #6 to allow 24-hour operation before remodeling Station #1 and/or Station #4.

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- 8** A motion to implement the one percent sales tax, which the voters recently approved, within ESD's area passed unanimously (Motion: Herb Marker; Seconded: Mike Pate).

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- 9** Mike Pate pointed out that the Texas Department of Insurance now requires each fire department to submit to a grading session conducted by Insurance Services Office (ISO) every three years. The District and/or KVFD may need to take steps in order for the department to retain their Class 3 certification. Mike Pate will research this matter along with what would be required to obtain a Class 2 certification and will report on same at the July 2015 meeting.

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- 10** A motion to authorize District Counsel to prepare and publish an Effective Tax Rate Notice passed unanimously (Motion: Herb Marker; Seconded: Steven Falkner).

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- 11** Reviewing and taking action on 2015 appraisal valuations and commencement of adoption of 2015 tax rate, including review of the 2015 effective tax rate calculations, and scheduling any necessary public hearings to adopt the District 2015 tax rate was tabled until the July 2015 meeting.

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- 12** Proposing the 2015 District tax rate was tabled until the July 2015 meeting.

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- 13** Reviewing and discussing the proposed District 2016 budget was tabled until the July 2015 meeting.

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- 14** The District's website is functioning properly; therefore, no action is required in this regard at this time.

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- 15** Reviewing discussing, and taking action regarding attending the Volunteer Combination Officers Section (VCOS) of the International Association of Fire Chiefs (IAFC) Symposium in November 2015 was tabled until the July 2015 meeting.

MINUTES OF THE DISTRICT'S JUNE 8, 2015 MEETING (Cont'd)

- 16** Herb Marker will review the options for five short sleeve shirts to be worn by the Commissioners to identify their affiliation with the District and report on same to the Board members.
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- 17** Reviewing, discussing, and taking action regarding the 2016 service agreement between the District and KVFD was held for addressing during the executive session.
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- 18** Given below are reports about KVFD's activities during the preceding month.
1. Barry Blum presented two invoices, which Steven Falkner send to Myrtle Cruz for issuance of checks for signing during the July 2015 meeting.
 2. Barry Blum advised they are working on getting an occupancy permit from the Harris County Fire Marshal for the trailer at Station #1. They will then install a sprinkler system, which take two days to do so. (They do not want to install the system before receiving the permit as the Fire Marshall may require another system.)
 3. Rich Jones advised that Station #6, Station #7, and the tower at Station #7 were damaged during a recent electrical storm. Needing replacement are microwave ovens, radios, computers, and the board for the elevator at Station #7. Two KVFD insurance policies will cover the cost, minus the deductible.
 4. Chief Dexter advised:
 - they have been very busy during the previous month;
 - District 30 is now in operation during the weekday;
 - District 30 will in operation at night and on the weekends when the trailer at Station #1 goes in service;
 - there was a large, multi-alarm fire at Hooks Airport; and
 - Chief Dexter is working with the FAA, airport management, the Fire Marshall, and homeowners on developing a means to increase water supply at the airport.
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- 19** Ira Coveler advised the Board that the new Harris County Office of Homeland Security's Emergency Management Plan will specify who will talk to whom during a regional emergency and what the District's role and responsibility will be during such an event.

MINUTES OF THE DISTRICT'S JUNE 8, 2015 MEETING (Cont'd)

- 20** Items needing to be on the agenda for the July 2015 regular meeting include:
- approval of the minutes for the May 11 and 12, 2015 meetings;
 - presentation of KVFD's 2016 budget;
 - review, discuss, and take action on engaging an architect for Station #8;
 - review, discuss, and take action on ISO certification;
 - reviewing and taking action on 2015 appraisal valuations and commencement of adoption of 2015 tax rate, including review of the 2015 effective tax rate calculations, and scheduling any necessary public hearings to adopt the District 2015 tax rate was tabled until the July 2015 meeting;
 - proposing the 2015 District tax rate;
 - reviewing and discussing ownership of all of the District's properties, including the discontinued stations;
 - reviewing and discussing the proposed District 2016 budget;
 - reviewing the options for five short sleeve shirts to be worn by the Commissioners to identify their affiliation with the District; and
 - reviewing discussing, and taking action regarding attending the Volunteer Combination Officers Section (VCOS) of the International Association of Fire Chiefs (IAFC) Symposium in November 2015.
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- 21** The next regular meeting was set and confirmed for July 13, 2015.
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- 22** The Board conducted an Executive Session pursuant to Chapter 551 of the Texas Government Code from 8:33 PM to 9:42 PM.
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- 23** There was no public comment.
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- 24** The meeting adjourned at 9:43 PM following a motion for same by Robert Carson, which Steven Falkner seconded.



Respectfully submitted:
HARRIS COUNTY EMERGENCY SERVICES DISTRICT #16

Steven Falkner
District Secretary
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