

Harris County Emergency Services District No.16

16810 Squyres Road, Klein, Texas 77379-7489

MINUTES OF THE APRIL 11, 2016 MEETING

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 KVFD President Barry Blum, KVFD Secretary Wendy Ray, KVFD Treasurer (*pro tem*) William Gleason, Brad Dill (of BD Realty), Dr. Ron Welch (of Municipal Information Services), and Ira Coveler (of Coveler & Katz P.C.). KVFD Fire Chief David Bessolo and KVFD Administrator Rich Jones arrived at 7:05 PM. KVFD Deputy Fire Chief Marcus Melvin and KVFD Secretary Linda Bengé arrived respectively at 7:07 PM and 7:42 PM.

2 A motion to approve the March 14, 2016 meeting minutes as presented was approved unanimously (Motion: Herb Marker; Seconded: Mike Pate).

3 Unanimously approved were the financial report for the period ending April 11, 2016 as presented, the bills to be paid as presented, and rolling over seven certificates of cash time deposits per the recommendation of Bill Russell (of Myrtle Cruz, Inc.). (Motion: Robert Carson; Seconded: Herb Marker).

4 Dr. Welch summarized the “2016 Update to Comprehensive Review for H.C. ESD #16,” which he distributed to the meeting’s attendees. Given below are the report’s key conclusions.

The January 2016 population estimate for the ESD is 150,297 total persons.

For the 2016 tax year, assuming no change in 2015 average appraised values, we are projecting that an additional \$337.98 million will be added to the ESD’s tax roll compared to 2015.

Assuming no change in 2015 appraised values, the 2016 tax roll should generate approximately \$6.53 million in revenues by early 2017.

Finally, while the impacts of the opening the Grand Parkway still are being evaluated, based on what has happened in western Harris and Ft. Bend counties, such will spur significant real estate development in the northern portions of the ESD.

5 Given below is Brad Dill’s report.

Regarding the real estate to be used for fire training:

- a plat should be ready to be signed soon;
- Mr. Dill provided the Commissioners with a draft letter from Harris County Municipal Utility District (MUD) No. 24, with Mr. Dill’s comments, detailing their terms for extending a water line to the site; and

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- 5 (Cont'd)**
- key points to be addressed in the MUD's letter are the timing of the ESD providing the money, eminent domain, and the ESD receiving compensation should someone else linkup with the line.

Regarding Station No. 3, Mr. Dill provided:

- the Commissioners with a diagram of showing Harris County Water Control and Improvement District (WCID) No. 119's water plant, including a well, in relation to ESD's property;
- a draft letter to the WCID No. 119 that initiates discussions with them regarding the ESD acquiring partial or total use of their water plant; and
- a draft letter to the adjacent land owners concerning abandonment of Pine Street.

A motion to approve Mr. Dill's letter to WCID No. 119 passed unanimously (Motion: Mike Pate; Seconded: Herb Marker).

A motion to approve Mr. Dill's letter to the homeowners concerning the abandonment of Pine Street passed unanimously (Motion: Herb Marker; Seconded: Mike Pate).

Mr. Dill presented the Commissioners with copies of the current lease agreement with MUD No. 24 for Station No. 1. He asked if it was permissible for him to discuss ESD purchasing the site. No Commissioner objected to him doing so.

- 6** Reviewing, discussing, and taking action on granting tax exemptions for 2016 was tabled until the May 2016 meeting.
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- 7** The Commissioners discussed KVFD's proposed pension plan. Following which, a motion to not accept said plan passed (Motion: Herb Marker; Seconded: Robert Carson). Voting for the motion were Herb Marker, Robert Carson, and Steven Falkner. Mike Pate abstained from voting.
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- 8** Given below are reports from KVFD personnel.

Before the meeting, Rich Jones submitted a written summary of administrative activities which included the following key points.

- The three new fleet pickup trucks were registered in the ESD's name.
- Both Ladder 32 and Engine 36 are out of service.
- The KVFD Board rejected a request to start a 401K program for full time employees.
- TxDOT removed approximately 30 traffic controllers from FM 1960; therefore, traffic preemption is not available to first responders in this area.

Rich Jones and Mike Pate will form a committee to resolve the problem of no traffic controllers on FM 1960.

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- 8 (Cont'd)** Fire Chief Bessolo presented a recap of the Department's 2015 training and a response time report. He then advised the following.
- Since Station No.2 has only seven suppression firefighters, a few Station No. 7 personnel are responding to Station No. 2 calls.
 - They are initiating a new training program for personnel that want to join the Department after the Recruit Academy is closed to new people. The program will provide training over four weekends. This will allow the recruits to make runs and perform support activities until the next Recruit Academy commences.
 - Two minor incidents involving aircraft occurred at Hooks Airport.
 - The Department responded to a motor vehicle incident that involved extradition from an armor car.
 - They responded to two structure fires.
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- 9** To help improve the District's Insurance Services Office (ISO) rating, Mike Pate will confer with ISO concerning the particulars they want in a fire preplan.
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- 10** Reviewing, discussing, and taking action on submittals by the Department of request(s) for necessary purchases related to the provision of emergency services pursuant to the service provider contract and District budget was tabled until the May 2016 meeting.
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- 11** Other than the work being done for designing Station No. 8 and remodeling Stations No. 1 and No. 2, which are addressed elsewhere, there were no reports from the committees.
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- 12** Developing plans for Station No. 8 to be submitted to Harris County in May 2016 is progressing on schedule. The station's construction is expected to start in June or July 2016.
- Robert Farrell and Mile Pate will talk to the Glennloch Farms Homeowners Association to apprise them of ESD's plans for the station.
- Mike Pate is working with Stanley Spurling & Hamilton, Inc. on plans for a median modification on Crescent Clover Drive.
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- 13** The committee responsible for remodeling Stations No. 1 and No. 2 will hold their kick-off meeting on April 21, 2016.
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- 14** Reviewing, discussing, and taking action on an Interlocal Agreement for a Combined Radio Channel Dispatch System was tabled until the May 2016 meeting.
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- 15** Reviewing, discussing, and taking action on the payment of capital funding pursuant to current budget forecast and service agreement with KVFD was tabled until the May 2016 meeting.
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- 16** Mike Pate will use numbers provided in MIS' report to revise the 10-Year Financial Forecast.

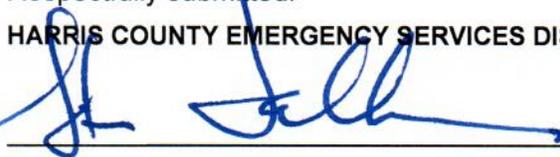
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- 17 Regarding the sale or disposal of surplus equipment, KVFD received \$10,000 for selling 20 air packs (sans air bottles) to the Friendswood Fire Department.
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- 18 Potential items needing to be on the agenda for the May 2016 meeting include reviewing, discussing, and taking action on:
- submittals by the Department of request(s) for necessary purchases related to the provision of emergency services pursuant to the service provider contract and District budget;
 - the payment of capital funding pursuant to current budget forecast and service agreement with KVFD;
 - the design for the new Station No. 8;
 - a proposed 10-Year Financial Forecast for the District's and Department's needs;
 - the remodeling of KVFD Station No. 1 and Station No. 2;
 - moving the sales tax money to certificate(s) of cash time deposit(s);
 - the plan to improve the District's ISO certification; and
 - granting tax exemptions for 2016.
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- 19 The upcoming meeting was set and confirmed for May 9, 2016.
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- 20 No one from the public commented.
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- 21 The Commissioners did not conduct an executive session pursuant to Chapter 551 of the Texas Government Code.
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- 22 At 9:11 PM, a motion to adjourn passed unanimously (Motion: Herb Marker; Seconded: Mike Pate).



Respectfully submitted:

HARRIS COUNTY EMERGENCY SERVICES DISTRICT No. 16



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District Secretary
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