

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

MEETING MINUTES
Monday, August 22, 2016, 7:30 P.M.

Commissioners present: Ben Henderson
Vince Tobin
Scott Johnson
JoAnne Arosell

Fire Department: Richard Lieder
Timothy Gibson
Jason Blackman

Information items:

A. Fire Department Report.

The Fire Chief reported the flood recovery process is still moving forward.

The new staff vehicle is now in service and the old 2006 F250 was sold from the auction site.

New vents were added in Station 22 to control temperature and humidity.

The electricity contract was extended for a lower rate with the same provider.

Permanent fixes for the roof leaks at Station 24 and minor leaks at 21 and 23 were discussed including a summary of quotes obtained by Chief Blackman.

The Chief's plan for a monthly staffing report will detail how shifts are being filled.

B. Staff Report

The written report was reviewed which included receiving the certified tax rolls creating a deadline for setting the tax rate for 2016. Both Sara Hooper and Angela Hazlegrove were in attendance.

C. Treasurer Report.

We received \$7431.20 more last month and \$7776.07 this month and are now at 98.5% of total collections. \$378,000 will be transferred tomorrow to cover expenses including Department reimbursement of \$209,742.85 and \$10,693 for the HCAD quarterly assessment. Year-end carryover at this point is \$864,000.

D. Public Comment.

None.

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

Discussed Safe-D conference in March.

Action items:

- I. To review and discuss the proposed Cypress Creek VFD 2017 budget.
Postponed.
- II. To review and discuss the proposed District 2017 budget.
Postponed.
- III. To review and take action on 2016 appraisal valuations and commencement of adoption of 2016 tax rate, including review of 2015 effective tax rate calculations, and scheduling any necessary public hearings to adopt District 2016 tax rate.
Postponed.
- IV. To propose 2016 District tax rate.
Postponed.
- V. To consider meeting dates for actions regarding setting of the tax rate.
Vince Tobin moved, JoAnne Arosell seconded, a motion to move the next meeting from September 26th to September 19th. The motion passed 4-0.
- VI. To discuss and approve expenses and payments for Traffic Pre-emption equipment for next phase.
Postponed.
- VII. To consider approval for payment to Coveler and Katz, P.C. for professional services as invoiced.
Postponed.
- VIII. To consider payment to Cypress Creek VFD.
JoAnne Arosell moved, Vince Tobin seconded, a motion to accept the invoice for payment of \$209,742.85 to Cypress Creek VFD. The motion passed 4-0.
- IX. To review and approve expense reimbursements and Trainings including SAFE-D webcast, continuing college education credits and online training classes for Commissioners and Employees.
Postponed.
- X. To consider approval of the List of Checks Issued which includes disbursements as approved separately; HCAD quarterly assessment; ACH withdrawals and transfers for payroll processing; TCDRS retirement plan; and operating expenses.
Vince Tobin moved, JoAnne Arosell seconded, a motion to accept the List of Checks issued in the amount of \$454,250.05. The motion passed 4-0.
- XI. To accept HCESD #13 Financial Statements of July 31, 2016, as presented.
Vince Tobin moved, JoAnne Arosell seconded, a motion to accept the financial statements as presented. The motion passed 4-0.
- XII. To consider approval of the minutes from the monthly meeting July 25, 2016.
Vince Tobin moved, Scott Johnson seconded, a motion to accept the minutes from the monthly meeting July 25, 2016. The motion passed 4-0.
- XIII. To review, update, and approve personnel matters and policies which may include, benefits, hours, paid time off, sick pay and holiday pay.
Postponed.

- XIV. 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..
Postponed.
- XV. To Take Action considered as a result of executive session to discuss personnel matters.
No executive session was held.

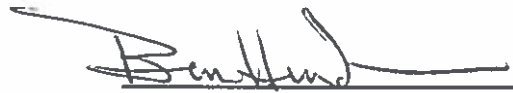
Adjourn

Vince Tobin moved, JoAnne Arosell seconded, a motion to adjourn. The motion passed 4-0. The meeting was adjourned at 8:35 p.m.

Respectfully submitted,



Scott A. Johnson
Secretary/Treasurer



Ben Henderson
President