

Harris County Emergency Services District No.16

16810 Squyres Road, Klein, Texas 77379-7489

MINUTES OF THE MARCH 9, 2015 MEETING

1. The regular meeting was called to order (Agenda Item #1) 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 members Herb L. Marker, Robert W. Carson, Mike A. Pate, and Steve T. Falkner. Present as guests were KVFD Fire Chief Andy Dexter, KVFD President Barry Blum, Brad Dill (of BD Reality Advisors, LLC), District Counsel Ira Coveler (of Coveler & Katz PC), Jill Henze (of Breedlove & Co., P.C.), and Alex W. McCoy (of Harris County Republican Party [HCRP] Precinct 876). KVFD Administrator Rich Jones arrived at 8:06.
2. Roll call was taken and a quorum was established (Agenda Item #2).
3. For the upcoming election, the following motions passed unanimously (Agenda Item #3):
 - To appoint KVFD Administrator Rich Jones as the Agent for the ESD sales tax election set for May 9, 2015. (Motion: Herb Marker; Seconded Mike Pate);
 - To approve a contract with Hart InterCivic, Inc. for election services, subject to Ira Coveler's review of the contract (Motion: Herb Marker; Seconded: Mike Pate).
4. Approval of the minutes for the February 9, 2015 and February 23, 2015 meetings (Agenda Item #4) were unanimously approved as written (Motion: Herb Marker; Seconded: Robert Carson).
5. Brad Dill's report and subsequent discussion (Agenda Item #5) included the following:
 - a. The engineer for the day care center next to Station #8 revised the letter that serves as an affidavit that all work has been accomplished and provides the District with a release for same. Ira Coveler has reviewed and approved it.
 - b. There are no new developments regarding the litigation on the land adjacent to Station #3 the District seeks to purchase.
 - c. Also, there are no new developments regarding changing the easement from ten feet to 15 feet at the training center.
6. Receiving a report from Dr. Ron Welch of Municipal Information Services 2015 updated report regarding the current growth estimate for the District territory was tabled to the April 2015 meeting (Agenda Item #6).
7. Jill Henze presented a draft report of financial statements for 2014 (Agenda Item #7). The audit found that financial statements on the financial position and aggregate remaining fund information, changes in financial position, and cash flow were in conformity with generally accepted accounting principles. Ms. Henze stated that Breedlove & Co., P.C., was issuing a "clean" opinion for the District's 2014 Audit. The Auditor will provide a final version of the report to the District and the county court in due course.

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8. Attached to these minutes are Breedlove & Co.'s final Report on "Financial Statements (With Supplemental Material) for the Year Ended December 31, 2014)", the cover letter for said report, and a copy of the cover letter that accompanied Coveler & Katz's submission of the report to the Harris County Fire Marshal. The later submitted the report to the Commissioner's Court for their review and approval.
9. The financial report for the period ending March 9, 2015 (Agenda Item #8) along with bills to be paid (Agenda Item #9) were unanimously approved as presented by Robert Carson. (Motion: Robert Carson; Seconded: Herb Marker). No CD's expire this month.
10. Reviewing and taking action on the approval of the District's Depository Agreements with various institutions (Agenda Item # 10) was tabled until the April 2015 meeting.
11. KVFD has not been able to get contractors to discuss the remodeling of Klein Volunteer Fire Department Station #1 and Station #4 to permit firefighters to staff the stations on a 24-hour basis (Agenda Item #11).

A motion passed unanimously (Mike Pate proposed; Herb Walker seconded) for:

 - At a minimum, to staff at least one station during weeknights with volunteers;
 - Said action to be taken within the next 60 calendar days; and
 - KVFD to invoice the District on a monthly basis,
12. The KVFD report (Agenda Item #12) included the following:
 - a. KVFD President Blum said that:
 - i. For a second year in a row, the audit of KVFD's 2014 financial statements were in conformity with generally accepted accounting principles.
 - ii. KVFD will hold a brisket taco cooking contest on March 21 and the Commissioners were invited to attend and serve as judges.
 - b. KVFD Fire Chief Andy Dexter reported:
 - i. The fire department has been busy.
 - ii. He will report on the response comparisons at the April 2015 meeting.
13. Reviewing, discussing, and taking action regarding a five year plan for the District and for the Klein Volunteer Fire Department was tabled (Agenda Item #13).
14. For Agenda Item #14, Ira Coveler:
 - Said he had obtained a preliminary voting list from the Harris County Elections office;
 - Stated that judges were being selected and would be trained in April 2015 for the upcoming election;
 - Elucidated he had kept in regular contact with Alex McCoy and was responding to his requests for election information; and

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- Presented an overview of the election process and identified various matters related that would be happening over the next two months regarding the election.
15. Steve Falkner reported the Election Committee had submitted a press release to local homeowners associations and was working with Cliff Avery to draft a newsletter for mailing to the public (Agenda Item #15).
 16. The agenda for the April 2015 meeting needs to include items tabled at this meeting (Agenda Item #16).
 17. The next regular meeting was set and confirmed for April 13, 2015 (Agenda Item #17).
 18. Alex McCoy requested that the five-year plan be released to the public shortly and invited a KVFD representative to make a presentation at an upcoming TEA party meeting that will include a presentation by the local school board about their bond election (Agenda Item #18).
 19. The meeting adjourned at 9:05 PM (Agenda Item #19) following a motion for same by Robert Carson, which Herb Marker seconded.



Respectfully submitted:

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #16

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District Secretary

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