

# Harris County Emergency Services District No.16

16810 Squyres Road, Klein, Texas 77379-7489

## **MINUTES OF THE APRIL 13, 2015 MEETING**

1. The regular meeting was called to order (Agenda Item #2) at 7:04 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), "Kim" Kimbrell (of Third Coast Architects), and Alex W. McCoy (of Harris County Republican Party [HCRP] Precinct 876). KVFD Administrator Rich Jones and KVFD District Chief Josh Wenzel arrived respectively at 7:11 PM and 7:29 PM.
2. Roll call was taken, a quorum was established, and meeting participants were identified (Agenda Item #3).
3. A motion that Velma Price serve as the Precinct Judge for the upcoming election, also that Judge Price and the election workers be paid 14 \$/hour (Agenda Item #1) passed unanimously (Motion: Herb Marker; Seconded: Mike Pate).
4. Approval of the minutes for the March 9, 2015 regular meeting as well as the March 16, 2015 and March 28, 2015 special meetings (Agenda Item #4) were unanimously approved as written (Motion: Herb Marker; Seconded: Mike Pate).
5. Brad Dill's report (Agenda Item #5) included the following:
  - a. Mr. Dill received a release and waiver of the lien, an affidavit that final bills had been paid, and the As-Built Plan for Station #8.
  - b. The water line easement for the training center has been done.
  - c. Need an easement going west to the MUD line at the training center.Steve Falkner asked Messrs. Dill and Coveler whether the attorney for Harris County made a decision about the county being responsible for the road right-of-way adjacent to Station #3. They advised they had not addressed the issue.
6. Receiving a report from Dr. Ron Welch of Municipal Information Services 2015 regarding the current growth estimate for the District territory was tabled to the May 2015 meeting (Agenda Item #6).
7. Unanimously approved were the financial report for the period ending April 13, 2015 as presented (Agenda Item #7), bills to be paid (Agenda Item #8) as presented, and renewal of the CD's per Bill Russell's recommendations (Agenda Item #9) (Motion: Robert Carson; Seconded: Herb Marker).

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## **MINUTES OF THE APRIL 13, 2015 MEETING (Cont'd)**

8. KVFD Board President Barry Blum reported that they had secured a trailer. It will be positioned at Station #1 so that firefighters can remain there overnight. The trailer was in the process of being modified for this service. They will construct a 30' by 80' concrete pad behind the station, place the trailer on the pad, and run water and electrical lines to the trailer. They expect complete this work by May12, 2015 (Agenda Item #10).  
KVFD firefighters will staff the trailer afterhours.
9. The KVFD report (Agenda Item #11) included the following:
  - a. KVFD President Blum said thank you to the Commissioners for attending their recent cook off and serving as judges at same.
  - b. KVFD Administrator Jones reported they expect to add E-View at 50 intersections during the upcoming year. There will be 16 instillations within KVFD's area, the balance will be within the department's mutual aid response area.
10. Klein Volunteer Fire Department's Board only needed a couple signatures to finalize their five-year plan. The District waits Dr. Welch's report on current growth estimate for the District's territory before addressing their five-year plan (Agenda Item #12).
11. Mr. Kimbrell presented a draft plan for remodeling Station #6. Doing so will permit personnel to stay at the station overnight. KVFD personnel advised they would review the drawings and provide comments at the May 2015 meeting. Mr. Kimbrell also presented a plan for remodeling Station # 3 whereby the station will be on existing property and the nearby water storage tanks remaining in place (Agenda Item #13).
12. A motion to engage FDI Creative Services to create a revised web site for the District for a not-to-exceed amount of \$4,000 along with 20 \$/month for maintaining the site (Agenda Item #14) passed unanimously (Motion: Mike Pate; Seconded: Robert Carson).
13. A motion to mail voters by April 28, 2015 a post card with election particulars instead of a tri-fold with questions and answers along with particulars on where and when to vote (Agenda Item #15) passed unanimously (Motion: Steve Falkner; Seconded: Mike Pate).
14. See Items #8 and #11 in this document for reports on construction matters. Steve Falkner presented the Election Committee's report, which included the following (Agenda Item #17):
  - a. Completed activities included mailing the newsletter and sending press releases to the *Mirror*, the *Chronicle*, *springhappenings.com*, and *Community Impact* (both print and web site).
  - b. Upcoming activities include mailing the post cards and conducting the town hall meeting.  
  
The Board then discussed matters relating to conducting the town hall meeting - such as, who would speak and where it will be located (Agenda Item #16).
15. The agenda for the May 2015 meeting needs to include items tabled at the April 13, 2015 meeting (Agenda Item #18).

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## **MINUTES OF THE APRIL 13, 2015 MEETING (Cont'd)**

16. The next regular meeting was set and confirmed for May 11, 2015 (Agenda Item #19).
17. There was no Executive Session (Agenda Item #20).
18. Alex McCoy invited someone from the District and/or KVFD to make a presentation at a Windrose homeowners' association meeting on April 22. Fire Chief Dexter and ESD President Robert Ferrell stated they would attend. Mr. McCoy then advised the meeting participants that he would not oppose passage of the sales tax (Agenda Item #21).
19. The meeting adjourned at 8:55 PM (Agenda Item #22) following a motion for same by Herb Marker, which Robert Carson seconded.



Respectfully submitted:

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #16**

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Steven Falkner

District Secretary

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