

**MINUTES OF THE MAY 18, 2016 MEETING OF THE  
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 11**

A meeting was duly called of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 11**, which was held on May 18, 2016, at Cypress Creek EMS Education Center, 7111 Five Forks Rd., Spring, Texas 77379.

The Meeting was called to order at 9:00 AM by **LYNN LEBOUF**, President. Those Commissioners present were **LYNN LEBOUF**, **KAREN PLUMMER**, and **FRED GRUNDMEYER**. Commissioners **KEVIN BROST** and **ROBERT BERLETH** were absent. Also present were the District legal counsel John Peeler, of Coveler & Katz, P.C., District book keeper Bill Russell, of Myrtle Cruz, Inc., Cypress Creek Emergency Medical Services ("CCEMS") staff including Executive Director Brad England and Public Information Officer Norm Uhl, Andrew McKinney, Attorney for CCEMS. Also present were District consultants Ricardo Martinez of Joiner Architects, District architects on the Station 513/Coventry project, ESD 7 Commissioner Gayle Fuller, commissioner-elects Robert Pinard and Tommy Ripley and members of the public.

The Board first addressed item 1 of the agenda, matters relating to the canvass of results for the May 7, 2016 general election to elect three commissioners to the Board of Commissioners. Mr. Peeler presented a Canvassing Order designating the results of the May 7<sup>th</sup> election and stating that the persons elected to Commissioner terms from June 1, 2016 – May 31, 2020 are Karen Plummer, Tommy Ripley and Robert Pinard. After review, Motion was made by Mr. **GRUNDMEYER**, seconded by Mr. **PLUMMER** to approve the Canvassing Order as submitted. After discussion, the Motion was approved by a vote of 3 to 0.

After review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **GRUNDMEYER** to approve payment of bills associated with the election. After discussion, the Motion was approved by a vote of 3 to 0.

The Board addressed the review of prior meeting Minutes. Minutes to be provided at the July meeting by District counsel. No action taken.

The Board then addressed agenda item 4, public comment. Ruben Gonzalez informed the Board that "bandit signs" placed in public right of ways by candidates/campaigns are still out. Commissioner **PLUMMER**

acknowledged the signs and said that the matter was being addressed by a community group working with the District Attorney's office. No action taken.

The Board then addressed Financial Matters. The District received a report from District bookkeeper **BILL RUSSELL**, of **MYRTLE CRUZ, INC.** Mr. Russell reported that the operating account balance of the District as of April 21, 2016 was \$10,420,318.60. He also noted the receipt of tax revenue since the prior meeting in the amount of \$117,838.64, tax penalty and interest of \$2,989.13, and interest of \$1,821.09. He also reported that as of this meeting and prior to the payment of current bills, \$5,474,135.26 was on deposit at the Prosperity Bank operating account, plus additional demand deposits of \$213,280.61 at Prosperity Bank, \$1,005,599.31 in TexPool, CD/investment accounts plus interest as to all said accounts/CD: \$236,812.30 at Spirit of Texas Bank, \$232,833.47 at Icon Bank, \$225,925.28 at Community Bank (previously Vista Bank), \$1,101,310.98 at Compass Bank, \$890,897.22 at Wells Fargo Bank plus \$240,000.00 at three banks. Thereupon, after review, Motion was made by Mr. **GRUNDMEYER**, seconded by Ms. **PLUMMER** to approve the Financial Report as presented. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed payment of District bills. After review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **GRUNDMEYER**, to approve the payment of District bills as follows:

1.	Myrtle Cruz, Inc. (April bookkeeping)	\$ 2,270.58
2.	Coveler & Katz, P.C. (legal and election)	\$ 33,147.08
3.	McCall Gibson Swedlund Barfoot PLLC (2015 interim billing)	\$ 10,000.00
4.	Houston Chronicle (Inv 497427066/67/69/70)	\$ 68,681.60
5.	GoStephens (Inv 172430 check order)	\$ 158.75
6.	EVIEWS Safety Systems (20% of 2016 order)	\$ 41,600.00
7.	Language USA, Inc. (Inv 301216)	\$ 900.00
8.	Hart InterCivic (Inv 65240/65241/65351)	\$ 17,895.78

After discussion, the Motion was approved by a vote of 3 to 0.

The Board tabled the granting exemptions for 2016. The exemptions will be addressed at the June meeting when the 2016 preliminary values become available.

The Board then addressed District investments. No action was taken.

The Board took no action on the District 2016 Investment Policy, noting that it was reviewed and approved at the March meeting.

The Board took no action on depository institutions, including depository pledge agreements and investment policy.

The Board took no action on 2016 budget revisions.

The Board then addressed agenda item 12, the payment of operations pursuant to current budget and service agreement with Cypress Creek EMS. After review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **GRUNDMEYER** to approve funding for CCEMS ambulances/crews. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed the acquisition and/or payment for capital items pursuant to District budget and/or service agreement with Cypress Creek EMS. Brad England reported that bids were being gathered for supervisor vehicles. No action taken on this item.

The Board then addressed item 14, report from CCEMS. Brad England, Executive Director of CCEMS, presented the monthly report and provided a verbal summary of same. Mr. England reported: two awards recently received, Methodist Hospital Stroke Award and American Heart Association; 14 24/hr and 4 float trucks in service; working with ESD 10's fire contractor on FRO agreement; AEDs being dispersed; the demolition and rebuild of Treaschwig to begin soon as funding had been received from the County. Bill Russell reported the MUD covering that station location is waiting for a request from CCEMS regarding tap fees. Mr. **LEBOUEF** thanked CCEMS for the annual hurricane preparation meeting and for notifications regarding the Iron Man event. After review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **GRUNDMEYER** to accept the report as presented. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed item 15, action regarding construction, improvements, repairs and renovations to District stations. Ricardo Martinez reported that the road issue at Station 513 had been resolved with no cost to the District. Mr. Martinez presented Change Order #3 reducing the cost of project by \$40,496 and Pay Application No. 16 in the amount of \$5,504. After review,

Motion was made by Ms. **PLUMMER**, seconded by Mr. **GRUNDMEYER** to approve the Change Order and Pay Application as submitted. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed item 16, action on real property. Ms. **PLUMMER** questioned whether the North Hampton station was being used by the Harris County Sheriff's Office or if it was empty. Brad England stated that Rich Jones would talk to ESD 16 and Klein FD though no word at this time.

The Board took no action on item 17, Capital Lease Agreement(s) with CCEMS for possession and operation of District owned real or personal property.

The Board took no action on District requests to CCEMS for information under the service agreement for documents, reports and information. After review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **GRUNDMEYER** to remove this item from future meeting agendas. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed the District website. Ms. **PLUMMER** is working with Glenn Brooks on complaints though currently there are none. After review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **GRUNDMEYER** to obtain a proposal to move the District website to a Texas Network server with Norm Uhl, Toivo Sarto and the commissioners to act as administrators of the website. The proposal will be reviewed at the July meeting. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed item 20, traffic preemption. Bill Russell reported that Rich Jones had submitted the order to the vendor. The participating ESDs have been billed for their portions. The District's share would be approximately \$105,000.00. No action taken.

The Board entered Closed Session at 9:33 a.m. and ended at 9:41 a.m. The Board returned to Open Session at 9:43 a.m.

The Board then discussed possible intervention in Cause No. D-1-GN-14-004998, Cypress Creek EMS v. Texas Attorney General. No action was taken and the Board asked that the item be removed from future agendas.

The Board then addressed agenda item 23, the date of the next regular meeting, June 9, 2016 at 9:00 AM, pending availability of the Board and counsel. The July meeting may be held in the large conference room in order to

accommodate a possible reception related to welcoming newly elected and re-elected commissioners.

There being no further business brought before the Board nor any further public comment, upon Motion made the meeting adjourned 9:48 a.m.

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Secretary of the Board