

Ponderosa Volunteer Fire Association, Inc.



17061 ROLLING CREEK DRIVE
HOUSTON, TX 77090
281-444-8465
FAX 281-444-8052
TAX ID 74-1893778
www.ponderosavfd.org



PVFA BOARD MEETING July 8, 2015

Members Present:

Dan Vogel, President (2)
Paul Nichols, 2nd V.P. (1)
Bill Wurdeman, Secretary (5)

Steve Sheridan, 1st V.P. (3)
Brandon Huffman, Treasurer (4)

Member Absent:

Rick Windham, 3rd V.P.

Others Present:

Fred Windisch, Fire Chief
Teresa Griffin, Office Manager

CALL TO ORDER

Dan Vogel called the July Board Meeting of the Ponderosa Volunteer Fire Association, Inc. to order at 6:00 p.m.

MINUTES

Dan Vogel asked if there were any changes to the minutes from the June 10th, 2015 Board Meeting. No changes were made; Steve Sheridan made a motion to accept the minutes as written. Paul Nichols seconded the motion with unanimous approval of the board.

PUBLIC COMMENTS

No public was in attendance.

TREASURER'S REPORT

Brandon Huffman gave the Treasurer's Report as of June 30, 2015:

Prosperity Bank Checking	\$ 20,628.11
Prosperity Bank Advantage Plus	10,578.56
Prosperity Bank MM-Contingency Account	100,180.08
Trustmark Bank Cook Education Fund	14,843.86
Prosperity Bank Non-ESD Funds	131,155.85
Dan A. & Larue B. Langford Fund	96,123.22
Independent Bank – SCBA CD	30,000.00
Trustmark Firefighter Relief Fund	0.52 *
Total:	403,510.20

* .52 cents was adjusted once the June bank statement came in.

Cook Education Fund and Firefighter Relief Fund were merged into one account.

Checks for June > \$1,000:

Check	Amount	To	For
27883	\$2,326.74	Hudson Energy	Electric Utilities
27888	1,412.55	SF&FM Assoc.	Recruit Class Books
ACH	12,489.60	EFTPS	Payroll Taxes
ACH	3,933.38	Lincoln Trust	401K Contributions
ACH	30,584.58	QuickBooks Payroll	Payroll
27904	2,539.65	Home Depot	Inspection cameras; Sta's Maint. Camper Maint.
27911	1,483.32	Sun Coast Resources	Diesel Fuel
27913	6,184.90	Countryside Trailer Sales	Cook-Off Trailer Purchase
27914	2,387.26	AFLAC	Loss of Income Insurance
27918	1,168.92	MES-Texas	Protective Gear/Work Pouches
27919	1,373.05	Sam's Club	Crawfish Party/Misc. Sta. Maint. And Supplies
ACH	12,137.26	EFTPS	Payroll Taxes
ACH	4,512.06	Lincoln Trust	401K Contributions
ACH	30,155.88	QuickBooks Payroll	Payroll
27924	4,221.04	American Express	Explanation Attached
27926	4,361.56	Blue Cross/Blue Shield	Health Insurance Premium
27932	1,025.78	Fidelity Security Ins. Co.	Insurance Premium
27935	7,760.81	Northwest Communications	Radios & Antennas + 1 mo. Internet Service
27938	1,500.00	Prime ITS, Inc.	Monthly Computer Maintenance
27939	3,823.68	Siddons-Martin Fire Apparatus	Misc. Training/R-61 Prev. Maintenance
27940	2,367.00	Spring VFD	American Tower Rent July-Dec. 2015
27941	1,541.88	Sun Coast Resources, Inc.	Diesel Fuel

Checks for the month totaled \$155,005.71 which was a fairly light month.

Pg. 9 of 18 details the Capital One and American Express credit card expenditure report.

Pg. 10 of 18 Profit & Loss YTD Comparison

Brandon reported all expenses are in line with budget, some are actually under budget at this time.

Page 14 of 18 – Balance Sheet

Brandon commented that there is a negative balance in 210-00 Accounts Payable. Teresa will check into it and advise outcome.

Bill Wurdeman made a motion to approve the checks written and accept the Treasurer's Report. Steve Sheridan seconded the motion with unanimous approval of the board.

FIRE CHIEF'S REPORT

FCW noted that on page 17 of 18, June 2015 Board Report, under Station 61 Maintenance, he wanted to advise the Board that he purchased 6 lbs of R22 Freon for his home. At the end of the report under "Other Revenue" we received \$1144.80 from Fire Recovery from 2010 for non-ESD account; and \$98.53 from Kroger for the CJC Fund.

We have a draw request to the ESD for \$505K. Steve Sheridan made a motion to approve the draw. Paul Nichols seconded the motion with unanimous approval of the board.

With the limestone caps installed, they have fixed the BBQ hood vent from the remodel (it was leaking again); but now they have identified the problem, they know the fix to it.

We had 142 incidents for the month; and we will be paying out PVIP this month.

2014 PVFA Audit

Teresa and Fred have been in contact with the auditors answering last minute questions. We should be hearing from them soon.

OLD BUSINESS

Station 63 Planning

FCW said we are still moving closer to starting the shed. Hopefully the County has worked on the permit to begin.

Blue Card Training

Nothing new to report, FCW said we can remove from the agenda for now.

Station 61 Fans

We just keep this on for now; it's a reminder to purchase when they are available.

Cook-Off Team Trailer

We can remove from the agenda now.

Staffing Study

The staffing study will be a part of the Budget proposal. We will start working on the budget in August and have a preliminary budget in October, which will probably result in a \$400K increase in budget. The ESD Board understands the staffing study, they do have the funds. Morris Bradley asked FCW to give him a Long Term Plan for Budget Planning, which Fred will do (5 year cash flow).

Relating to Staffing, FCW would like to give a across the board \$500 increase now to all full-time firefighters. Fred thinks we will be hiring some people, and will look at increasing their base pay within the budget for next year. He would like to stay close to Spring FD. Dan Vogel made a motion to approve the \$500 increase for full-time firefighters now, seconded by Paul Nichols with unanimous approval of the board.

FCW handed out a list of all the intersections for the E-Views, just for your information. Fred attended a meeting today, we only have 2 or 3 more to look at and he doesn't know if we need to spend the money at those if the traffic doesn't warrant it.

NEW BUSINESS

Increase Contingency Fund to \$150K

We need to increase the Contingency Fund from \$100K to \$150K. Because of extra payroll this month, we ran low in funds. Increasing it to \$150K will give us a little room. Brandon Huffman made a motion to increase the fund to \$150K; Steve Sheridan seconded the motion with unanimous approval of the board.

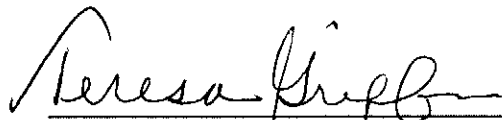
MOTION TO ADJOURN

A motion to adjourn was made at 6:34 p.m. by Brandon Huffman. Steve Sheridan seconded the motion with unanimous approval of the board.

The next meeting will be on TUESDAY, August 11th, 2015 at 6:00 p.m.



Bill Wurdeman, Secretary



Teresa Griffin, Office Manager