

Ponderosa Volunteer Fire Association, Inc.



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PVFA BOARD MEETING August 11, 2015

Members Present:

Dan Vogel, President
Paul Nichols, 2nd V.P. (1)
Brandon Huffman, Treasurer (4)

Steve Sheridan, 1st V.P.
Rick Windham, 3rd V.P.
Bill Wurdeman, Secretary (5)

Others Present:

Debbie Gibson, McCall, Gibson, et al
Fred Windisch, Fire Chief
Teresa Griffin, Office Manager

CALL TO ORDER

Dan Vogel called the August 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 July 8, 2015 Board Meeting. No changes were made; Paul Nichols made a motion to accept the minutes as written, Bill Wurdeman 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 July 31, 2015:

Prosperity Bank Checking	\$ 14,414.71
Prosperity Bank Advantage Plus	285,787.30
Prosperity Bank MM-Contingency Account	150,000.00
Trustmark Bank Curtis Cook FF Education Relief Fund	14,844.29
Prosperity Bank Non-ESD Funds	131,161.25
Dan A. & Larue B. Langford Fund	96,128.75
Independent Bank – SCBA CD	30,000.00
Total:	\$722,336.30

Checks for July > \$1,000:

Check	Amount	To	For
27961	\$ 4,300.96	GK Techstar, LLC.	Training Facility Repairs
27980	2,442.00	Medical Screening Services	Firefighter Physicals
27982	6,082.42	Northwest Communications	UHF Radio Equipment
27985	1,606.91	Siddons-Martin	Pumper-Major Prev. Maintenance
27986	1,284.55	Sun Coast Resources	Diesel Fuel
ACH	9,834.74	QuickBooks Payroll	PVIP
ACH	2,546.12	EFTPS	PVIP Taxes
ACH	1,862.92	American Express	Explanation Attached to Minutes
28005	1,505.57	Sun Coast Resources	Diesel Fuel
28007	1,700.00	Xerox Business Services	Firehouse Enterprise Software/System Support/Add'l User Support

All other charges over \$1,000 are routinely occurring charges, i.e. payroll, taxes, 401K, insurance premiums and utilities.

Monthly checks for July totaled \$200,418.67.

Balance Sheet: (Page 9 of 20) Everything looks to be in order, no items for discussion.

Profit & Loss YTD Comparison: (Page 12 of 20)

Brandon reported that our operating draw request shows under 401-00 ESD #28 for \$505K, with an YTD draw total of \$1,595,000.00.

Under Depreciation Expenses on Page 15 of 20, when Debbie Gibson arrives, Brandon will ask if whether we should continue with our monthly \$25K Depreciation number, or change it.

Brandon asked if there were any changes or questions on the checks or the report for the month of July. No questions were presented; Steve Sheridan made a motion to accept the checks as written and the report. Paul Nichols seconded the motion with unanimous approval of the Board.

We will have another ESD draw request next month.

FIRE CHIEF'S REPORT

FCW gave the Fire Chief's Report. Responses for July total 159. We had some major fires. On 7/6 we had an apartment fire, held to two units; on 7/12 a house fire in Inverness Forest which was minimal, 7/23 a major fire at Barney's Billiards, 3 alarms, electrical in nature. On Barney's, they have yet to get into the building, but it may be today.

We had an increase in EMS runs this month, we continue to see activity.

Inverness Forest/Hayes Utility: They are floating the idea of the ESD partnering with them to help them 50/50 co-share on their fire hydrants maintenance.

PVFA October Board Meeting: - FCW will be out of town; we can either change the date, or have it without him.

Spring VFD and PVFA: Spring VFD has acquired 13 acres for a training center that we may be able to partner with them for some training that we presently need to do at The Woodlands FD. They could potentially pay for replacing our LPG Burn System that is now 13 years old. We are in very preliminary discussions, and are aware that there is a push among fire departments to building training centers. FCW will talk with Scott Seifert and see what transpires.

This will be a New Business agenda item. Tony Spitzenberger put together a cost proposal for replacing/upgrading Training Tower Live Burn Props, items we obtained via Federal Grant in 2003. It would be a 3-phase method to spread out the costs.

2014 PVFA AUDIT

Debbie Gibson went over the draft of PVFA 2014 Audit Report and the Management Letter. They have audited the records and have issued a clean and fair position as to where we were at 12/31/14. The Management Letter is the same as previous years. The audit adjustments they made this year is nothing to be concerned about, they took off the assets that we transferred to ESD 28. As far as Depreciation goes, since we took a lot off the books, divide \$250K by 12 and use that amount monthly.

Page 3 Statement of Financial Position: \$3.7 million assets in property and equipment less depreciation. Net Assets at the end of the year were \$2.8 million.

Page 4 Statement of Activities: Total Revenue for 2014 of \$ 2.2 million; Loss on Sales of Assets, \$807K, and total Expenses for 2014 of \$3 million.

Page 5 Statement of Cash Flows: We started the year with cash of \$812,503 and had a net decrease in cash of \$-273,158.

Debbie mentioned we should change Depreciation to \$20,835.00. Any questions on the Audit?

No questions were brought forth; Rick Windham made a motion to accept the Auditor's Report. Bill Wurdeman seconded the motion with unanimous approval of the board.

OLD BUSINESS

Station 63 Planning

The shed has begun to be constructed. The permit for a 30 x 70 metal shed is \$870.00. The Architect is at 95-96% complete for the fire station. They are submitting permits to the County now and we will see what comes after that. ESD will entertain a bid process for the old shed.

Station 61 Fans

FCW reported that this should be coming up fairly quick.

Staffing Study

FCW reported that we will be hiring more people, we are in the process of a Lieutenant promotion, and 6 were eligible to the best of his knowledge. There are 2 that are not going to send in letters of intention, 1 thinks he already deserves the position so he isn't applying.

NEW BUSINESS

2016 Budget

FCW will be working on it, and the board should see something in the September Board Meeting, it's the same usual process.

Station 62 – Ponderosa/Spring Joint Use

Page 19 of 20, of the board package, there is an outline of items that we have discussed. FCW said we have a significant gap in coverage because of our volunteer coverage. He thinks this plan can be a win for us during a time period when in the future we are going to have to put some people at Station 62.

We need to meet with Spring to see if all of this is valid and would need a board decision. FCW wants to delay that past September 1. Our old No. 5 engine would go to their station, 3 Spring personnel and 1 Ponderosa person tentatively planned for Station 62. Period of time would just be 15 months. Robert Logan said he would hand pick the Spring people to go to Station 62, FCW wants to hold now until September 1.

Radio System Transition

We have ordered an electronic integrity mentoring system; \$2,850 for hardware, testing, etc. Howard Katz has a simple 4-5 page joint agreement and when it is done, it will be coming to this Board and to the ESD Board, possibly in November. Somehow we are going to have to track the asset, but we won't know until we hear from Howard. Leave on the agenda and FCW will keep the board updated. He purchased software today, digital combustion, and a laptop for a total of \$2K.

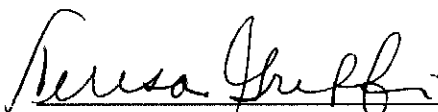
MOTION TO ADJOURN

A motion to adjourn was made at 6:30 p.m. by Rick Windham; Bill Wurdeman seconded the motion with unanimous approval of the board.

The next meeting will be on TUESDAY, September 8th, 2015 at 6:00 p.m. and we will meet on the second Tuesday of each month from there on.



Bill Wurdeman, Secretary



Teresa Griffin, Office Manager