

# *Ponderosa Volunteer Fire Association, Inc.*



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## **PVFA BOARD MEETING** May 9, 2017

### **PVFA Members Present:**

Steve Sheridan, President  
Buddy Yen, 3<sup>rd</sup> V.P.

Bill Wurdeman, Secretary  
Brandon Huffman, Treasurer

### **PVFA Members Excused:**

Paul Nichols, 2nd V. P.

### **Others Present:**

Fred Windisch, Fire Chief  
Dana Schmanski, Office Manager  
Bill Murrell  
Brittany Lawrence

## **CALL TO ORDER - PVFA**

Steve Sheridan called the May 9, 2017 Board Meeting of the Ponderosa Volunteer Fire Association, Inc. to order at 6:00 p.m.

## **PUBLIC COMMENTS**

No public in attendance.

## **MINUTES**

Steve Sheridan asked if there were any changes to the minutes from April 11, 2017 Board Meeting.

Bill Wurdeman made a motion to accept the minutes as written. Buddy Yen seconded the motion with unanimous approval of the board.

## **TREASURERS REPORT**

Brandon Huffman gave the Treasurer's Report as of April 30, 2017.

**Bank Balances as of 04/30/2017:**

Prosperity Bank Checking	\$14,234.61
Prosperity Bank Advantage Plus	\$204,994.56
Prosperity MM – Contingency Acct.	\$150,258.12
Trustmark Bank Cook FF ED/Relief FD	\$12,203.61
Prosperity – Non ESD Funds	\$121,383.69
Dan A. & Larue B. Langford	\$96,452.27
Independent Bank – SCBA CD	\$30,207.33
<b>TOTAL:</b>	<b>\$629,734.19</b>

**Checks for April > \$1,000.00**

**Total of April 2017 Checks Written is \$ 195,744.50**

04/04/2017	29604	HEITMAN TRUCK REPAIR	-2,740.99	2010 Velocity 2
04/04/2017	29610	SHELL FLEET CARD	-1,634.13	Fuel
04/04/2017	29611	SOUTHWEST HOUSTON TIRE SALES, INC.	-1,596.00	1972 Fire Engine Tires
04/07/2017		QuickBooks Payroll Service	-36,138.29	Payroll
04/07/2017	29588	HUDSON ENERGY	-1,689.25	Electricity
04/07/2017	29595	SIDDONS-MARTIN FIRE APPARATUS	-6,604.28	Tower 61 Repairs
04/07/2017	29600	REHAB GARAGE RESTORATION AND PERFORMANCE	-10,528.24	1972 Fire Engine Restoration
04/13/2017	ach	EFTPS	-14,744.76	Payroll Taxes
04/13/2017	ach	LINCOLN TRUST	-3,855.59	401K
04/20/2017	ach	EFTPS	-13,510.92	Payroll Taxes
04/20/2017	ach	LINCOLN TRUST	-3,520.35	401K
04/20/2017	29619	Boxx Modular	-1,375.00	Station 63 Mobile Office Trailer
04/20/2017	29625	FIDELITY SECURITY LIFE INSURANCE COMPANY	-1,138.80	Health Insurance Premiums
04/20/2017	29628	PRIME ITS, INC.	-1,749.00	IT Services
04/20/2017	29630	SUN COAST RESOURCES, INC.	-1,316.78	Fuel
04/20/2017	29631	VERIZON WIRELESS	-1,033.31	Cellular Phones
04/21/2017		QuickBooks Payroll Service	-33,920.11	Payroll
04/21/2017	29634	PAM'S PRINTS & MORE	-1,388.15	BBQ Shirts Ponderosa Cookers
04/26/2017	29637	AFLAC	-1,024.27	Health Insurance Premiums
04/26/2017	29638	AMERICAN EXPRESS	-1,060.85	See Attached
04/26/2017	29640	BLUE CROSS BLUE SHIELD OF TEXAS	-5,670.12	Health Insurance
04/26/2017	29647	Municipal Emergency Svcs. Depository Acct	-16,446.12	Protective Clothing New Firefighters
04/26/2017	29648	NORTHWEST COMMUNICATIONS	-17,548.50	Communication Equipment

Bill Wurdeman made a motion to approve the monthly checks. Buddy Yen seconded the motion with unanimous approval of the board.

### **ESD DRAW**

Draw - May 2017, discussion held by the board draw not to exceed \$325,000.00.

FCW explained to Bill Murrell and Brittany Lawrence, the draw process and the contingency fund in case of emergency. ESD28 owns the buildings and the land. All done by agreement between PVFA and ESD28.

Bill Wurdeman made a motion to approve May draw not to exceed \$325,000.00. Buddy Yen seconded the motion with unanimous approval of the board.

### **FIRE CHIEF'S REPORT**

#### **Fire Responses**

FCW – Responses 138 for the month. House fire on Castle rock in Ponderosa West. Apartment Fire at 311 Highland Cross, room and contents damage. Head on collision SB I45, causing party died at scene; extricated other driver and Life Flight. He attended crawfish party to thank us.

### **OLD BUSINESS**

Station 63 dedication went well, everything is good and we are under budget for expenses at Station 63.

BBQ Cook-off Team - Ponderosa Cookers

Grand Champion – Ponderosa Cookers

1<sup>st</sup> Place - Best Display  
6<sup>th</sup> and 10<sup>th</sup> Place – Wild Game  
5<sup>th</sup> Place - Seafood  
1<sup>st</sup> & 2<sup>nd</sup> Place - Chicken  
3<sup>rd</sup>, 4<sup>th</sup>, 12<sup>th</sup>, & 15<sup>th</sup> - Ribs  
3<sup>rd</sup> Place - Brisket

Buddy Yen - we raised more money this year. 60 teams competed this year. We are looking at lot of resources to earn funds. We probably brought in \$4,000 to \$5,000 new revenue for TAFR. We will be at Pasadena Fair Grounds for one more year. They are considering bringing in Miranda Lambert or a similar entertainer for next years event to increase number of participants and guests.

FCW - all BBQ money donated and expensed is Non-ESD funds.

They bought a BBQ trailer last year.

Buddy Yen - Also wanted to mention that in addition to monetary donations, Pappas BBQ donated \$3,000.00 of meat.

### **Lease Space Weather Station – Station 63**

Nothing new to report

### **Replacement Board Members**

Bill Murrell and Brittany Lawrence have interest in becoming new board members to the PVFA Board in support of their subdivisions within our District.

Current Board held a vote for consideration of adding members to the PVFA Board:

Voting Results:

Steve Sheridan – Yes

Bill Wurdeman – Yes

Buddy Yen – Yes

Brandon Huffman – Yes

The board members held a vote to add new Board Members Bill Murrell and Brittany Lawrence to the PVFA Board as of May 9, 2017. Vote: 4 Yes 0 No

### **Electricity Contract**

Nothing new to report

## **NEW BUSINESS**

### **Langford Fund Request**

One of our fire fighters Derek Gutierrez in good standing has requested an education grant for \$2,560.00, for Cypress Creek EMS Paramedic School.

Request presented to the education fund committee for review, all members in agreement to fund education grant.

Board in approval of education grant for Derek Gutierrez in the amount of \$2,560.00.

### **Audit Review**

Jennifer Day, auditor with McCall, Gibson, Swedlund, Barfoot, PLLC, disbursed the letter to the board members for our annual audit ending December 31, 2016, as well as copies of the PVFA audit.

Jennifer Day – reviewed pages 1 & 2.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Association as of December 31, 2016, and the

changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Page 4 - Statement of activities

Revenues, Gains and Other Support	\$2,738,928
Total Expenses	<u>\$2,680,754</u>
Change in Net Assets	\$58,174.00

Page 6 - same as last year except pages 13 & 14, agreement for Radio Channel Communications Dispatch System.

Page 16 - Budget comparison

You collected \$37,000 less than budgeted  
Expenses \$125,000 more than budgeted  
Change in Net Assets \$163,326

Jennifer Day - talked to FCW last week about assets, this will change the report by approximately \$600.00.

FCW - please validate the assets demolished at Station 63.

Board representation letter to be sign by President and Treasurer of PVFA Board.

FCW - Is there anything we need to adjust or modify moving forward. Jennifer Day - No

FCW - when finalized please send electronic version for our records.

Steve Sheridan and Brandon Huffman signed Annual Audit letter for McCall, Gibson, Swedlund, Barfoot, PLLC.

Buddy Yen made a motion to approve the PVFA Audit as of December 31, 2016 as presented. Brandon Huffman seconded the motion with unanimous approval of the board.

**Foundation Search – Firefighter Salaries**

Dana Schmanski – Foundation Search through private donors allows grants for firefighter salaries. They have clients receiving funds for salaries currently in their system. Additionally, we have received a \$1,000.00 discount for a 1-year subscription with a six-month guarantee. Guarantee as follows: refund must accompany a minimum of 6 funding refusal letters from organizations listed above the line as funders in the Metasoft approved “My Best Prospects List” and submitted before the end of the 7<sup>th</sup> month of subscription.

Total cost \$3,999.00. We ask for board approval to move forward with Foundation Search for assistance with grant writing and identifying private donors.

Brandon Huffman made a motion to approve the funding for Foundation Search. Bill Wurdeman seconded the motion with unanimous approval of the board.

**Executive Session Start: 6:32pm**

**Personnel discussion**

**Executive Session End: 6:39pm**

**Fire fighter hiring**

FCW - Now we are not going to hire the 3 additional firefighters. With current legislation and our former friend Paul Bettancourt we could have a decrease in income.

Using round numbers:

3 million in tax revenue and Ad Valorem Tax

We're allowed 8% equaling \$240,000.00

With the new legislation, we will potentially increase revenue by \$129,000.00

This will only pay for our increase cost of operations. No room for growth. Ponderosa FD and the M.U.D.'s, were supposed to be exempt, then, retracted. Bill results unknown, vote to be held next week,

We believe the bill will pass. All public relations have been about homeowners cost percentages, and based on numbers during the economy down turn. We lost about \$150,000.00 in revenue during this time.

We are not in a position to hire three additional fire fighters if it passes. Three new positions starting with based salary will cost PFD approximately \$145,000.00 with employee benefits. In addition, health insurance premiums continues to increase between 4% and 8% and these costs will not go down.

We will not hire additional fire fighters now. We will be okay with our current staff and station sharing with Spring FD at Station 62.

## **MOTION TO ADJOURN**

Bill Wurdeman made a motion to adjourn at 6:52 p.m. Buddy Yen seconded the motion with unanimous approval of the board.

The next meeting will be Tuesday, June 13, 2017 at 6:00 p.m.

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Bill Wurdeman, Secretary