

**THE BOARD OF DIRECTORS OF THE PECAN GROVE VOLUNTEER FIRE
DEPARTMENT HELD A REGULAR BOARD OF DIRECTORS MEETING ON Thursday May
12th, 2016 AT 7:00 PM AT THE PECAN GROVE VOLUNTEER FIRE DEPARTMENT, 727
PITTS ROAD, RICHMOND, TEXAS 77406**

DIRECTORS PRESENT: Golden, Ross, Heath, Hughes, Bertrand, Hines

DIRECTORS ABSENT: Grillo

ALSO PRESENT: Chief Woolley, Jennifer and (6) other guests

CALL TO ORDER/QUORUM:

The meeting was called to order at 7:01 p.m. The Agenda was adopted as presented.

MINUTES:

The Minutes of the Board of Directors meeting held on April 14th, 2016 were presented to the Board for approval. A motion was made by Heath to approve and seconded by Hughes. The minutes were unanimously approved.

FINANCIAL REPORT

The financial report was presented by Woolley. The Board reviewed the Financial Report and a motion was made by Golden and seconded by Hughes and were accepted unanimously as presented.

As of May 11th, 2016 Bank Balances as listed:

Chase Checking	\$ 131,539.21
Chase Savings	\$ 30,109.15
Chase Money Mrkt	\$ 14,126.97
Merrill Lynch	\$ 20,914.75

Reserve Required by Board \$10,000

TOTAL \$ 196,690.08

The Chief mentioned:

- \$608 was spent on a repair for an engine
- There was some discussion on budget formatting and quickbooks
- The financial report does not reflect todays recent deposit from Waterside Estates in the amount of \$8,322.43 and it does not show \$50,674 from Pecan Grove
- Upcoming expenses – the AC upstairs is broken and will cost approximately \$7k to replace. Station 1 roof needs repair or replacement. The cost for replacement is approx. \$30k
- The AC is not working on an engine. It could be a module issue...
- We will be purchasing (5) new sets of bunker gear
- The FD should see its first (fire plan) check from Waterside, in August

- Discussion of new apartments – the rate order is equivalent to commercial and is written in the the fire plan contract that apartments will pay \$11 a month for each unit.
- There are 1,798 total water connections in the Waterside Fire Plan, which equates to \$19,778.00 a month from Waterside.
- Discussion of adding a 4th, paid fire fighter when collections start coming in. the situation will be evaluated.
- Discussion of accruing money for future equipment needs
- Discussion of fixed asset tags for inventory control
- Audit – the audit taking place next week will cost a little more than previously. Breedlove can/will present the audit report if so desired.

UNFINISHED BUSINESS

The computer networking update being done by Mr. Hoff is running and near completion. Station one and two are up and running, everyone has their own log in ID. The printer is working. The stations are not networking with each other yet. This is still **work in progress (WIP)**

Chief requested permission to place decals on our trucks, stating, “In God We Trust”, decals received. Pastor Kelly from River Pointe Church agreed to bless the decals in a ceremony. Date to be announced. Do we have a date yet – **Note: this is WIP**

By-laws still being updated. Board has to review and update as necessary. The board by-laws have not been sent to Austin. Board by-laws need to be changed regarding Chief and Assistant Chief being members of the board. Board members are supposed to serve staggered terms. Terminology needs to be cleaned up. HOA's do not nominate board members. This is **still WIP**. Discussed staggered terms. We have 2 board members running for the MUD. Should know the results of that race before the fire board members announce in June.

Joey will provide amount needed for continuing education. **This is WIP** – Chief is waiting on getting the “numbers” (costs) together.

A letter will be drafted to the 64 addresses outside the MUD service area asking them to contribute voluntarily to the PGVFD. The letter was presented and approved by the board. Jennifer will send them out and keep an excel spreadsheet of the addresses and donation activity. **This is still WIP**

Lawn maintenance for both stations has been provided by Pat Neff with CDC for a tax write off in the past. Now that we have funding he is requesting \$115 per station per week for approximately \$920 per month. Board agreed the department should shop for a better price. John Minchew knows Pat Neff and agreed to talk to him to see if he can give us a better deal. Chief will talk to Neff about the cost and shop around...

Harvest Green – Joey sent an e-mail asking when MUD 134 meets and should he be present? Joey met with Sam Johnson who is looking forward to seeing the copy of the contract when he

meets with Shay Schaffe. It is possible we could get a developer contract. As it stands, 911 Calls go to the city of Richmond. Flathouse (Fire Marshals Office) is working on changing the our service area map to reflect the recent Fire Plans

NEW BUSINESS:

The Fireball Classic cleared \$13,900. Flour made a \$5k donation.

The chief mentioned an incident that took place in 2014 in which a dog drowned. Apparently the citizen did not appreciate the lack of compassion displayed by those who responded. Chief has addressed the issue and hopefully resolved the matter.

There was Discussion of the upcoming Board elections and the need to have staggered terms among the board positions. Ross and Bertrand will no longer be serving on the board and Heath will run for another term. (3) board positions will be filled by election and the following board members have agreed to remain in place to attain staggered terms: Hughes, Golden, Grillo and Hines will remain as board members for the next year.

The Chief has asked Howard Katz if he'd be interested in serving on the board

Kirk Boyd expressed interest in running for a board position.

Those interested in running for a board position should attend a "social" scheduled for 7 p.m., May 31st, 2016 at Station 1.

In June; Members of the PGVFD will vote for (3) board member positions. Those newly elected board members will serve a (2) year term.

ADJOURNMENT TO EXECUTIVE SESSION at : N/A p.m. – the Board reconvened in open session at N/A p.m.

After reconvening the board took action on the following: **N/A**

ADJOURNMENT

The next meeting has been scheduled for Thursday, June 9th, 2016. The meeting was adjourned at 8:35 p.m.