

MINUTES

Board of Directors of the Houston Ship Channel Security District June 13, 2017

A regular meeting of the Board of Directors ("Board") of the Houston Ship Channel Security District ("District") was convened on June 13, 2017, open to the public, at the Shell Deer Park Learning Center, 2nd Floor, Mustang Building, 4400 Highway 225, Deer Park, Texas in accordance with the duly posted Notice of Public Meeting. The roll was called of the officers and members of the Board as follows:

Todd Adamec, Secretary
Eric Bass, Assistant Secretary
Chris Bennett
Brian Blanchard, Treasurer
Jarrod Boehme
Jimmy Burke
Duane Campbell
Craig Nelson
Gary Scheibe, Chair
Marcus Woodring, Vice Chair

and all said persons were present, except Director Nelson, thus establishing a quorum. Also, present were Daniel Ringold of Schwartz, Page & Harding, LLP ("SPH"), legal counsel for the District, and CAPT Bill Diehl, Gary Krause and Al Cusick of the Greater Houston Port Bureau ("GHPB") administrators for the District.

1. Call to Order

Chair Scheibe called the meeting to order at 2:02 P.M.

2. Appearances

There were no appearances.

3. Approval of Minutes of May 9, 2017, Board of Directors Meeting

Chair Scheibe noted that the draft minutes of the May 9, 2017, meeting had been distributed to the Board members in advance of today's meeting and asked if there were any comments or suggested revisions thereto. Director Woodring moved to approve said minutes, as presented. Director Blanchard seconded the motion, which passed unanimously.

4. Recess Regular Meeting to Conduct Public Hearing on Security Plan for Harris County Sheriff's Office Supplemental 2016 PSGP Projects

Mr. Ringold reminded the Board that, in connection with the proposed funding of the local matching share of the 2016 Supplemental Harris County Sheriff's Office Port Security Grant Program Projects that were considered by the Board at its meeting held on May 9, 2017, the District is required to provide facility owners with at least thirty (30) days advance written notice

and hold a public hearing on the advisability of said Security Projects and Services proposed for funding and the amount and source of funding for same.

Chair Scheibe then recessed the regular Board Meeting at 2:05 PM and declared the public hearing open. Mr. Ringold laid out for the Board and the members of the public in attendance the proposed Security Plan and noted that the GHPB has confirmed that the required 30-day advance notice was provided to all facilities on the District's Assessment Roll. Chair Scheibe inquired whether there were any questions, comments or objections regarding the proposed Security Plan. One question was presented, to which Mr. Ringold responded. There being no further questions or objections presented, Chair Scheibe closed the public hearing at 2:08 PM.

5. Reconvene and Call to Order of Regular Meeting

Chair Scheibe reconvened and called the regular meeting of the Board to order at 2:08 PM

6. Consider and Rule on Any Objections to Security Plan for Harris County Sheriff's Office Supplemental 2016 PSGP Projects

Mr. Ringold noted that there were no objections to the proposed Security Plan presented during the public hearing.

7. Adoption of Resolution Adopting Security Plan for Harris County Sheriff's Office Supplemental 2016 PSGP Projects.

There being no objections to the Security Plan, Director Boehme moved the adoption of the resolution adopting the Security Plan, a copy of which is attached hereto as **Exhibit A**. Director Burke seconded the motion, which passed unanimously.

8. Review of and Possible Action on Requests for Local Matching Funds for Port Security Grant Program Grant Applications

Chair Scheibe advised the Board the committee consisting of himself, Vice-Chair Woodring and Treasurer Blanchard met and reviewed each of the requests for grant match funding received by the District in connection with the 2017 federal Port Security Grant Program. He further advised that the committee developed recommendations for the Board to consider with respect to each request received. The Summary of Requests and Recommendations is attached hereto as **Exhibit B**. Chair Scheibe then presented each recommendation to the Board for consideration:

- City of Baytown - Director Blanchard moved that the District provide direct funding for the project in an amount not to exceed \$36,875, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Burke seconded the motion, which passed unanimously.
- City of Houston Investment Justification ("IJ") 1 – Director Blanchard moved that the District fund the 25% local matching share requirement for the project in an amount not to exceed \$248,000, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Bennett seconded the motion, which passed unanimously.
- City of Houston IJ 2 – after a brief discussion on rescue swimmer equipment, that the District fund the 25% local matching share requirement for the project in an amount not to exceed \$169,684, subject to the adoption of an Assessment Plan including and

collection of assessment funds sufficient to cover the cost of same. Director Bennett seconded the motion, which passed unanimously.

- City of Houston IJ 3 - Director Blanchard moved that the District fund the 25% local matching share requirement for the project in an amount not to exceed \$165,574, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Bass seconded the motion, which passed unanimously.
- City of Houston IJ 4 - Director Bennett moved that the District fund the 25% local matching share requirement for the project in an amount not to exceed \$39,400, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Boehme seconded the motion, which passed unanimously.
- City of Houston IJ 5 - Director Blanchard moved that the District fund the 25% local matching share requirement for the project in an amount not to exceed \$243,225, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Bennett seconded the motion, which passed unanimously.
- Harris County Central Technology Services (CTS) – after a brief discussion on the advisability of upgrading the NICE software, Director Bass moved to accept the committee recommendation to remove the \$100,000 for unidentified training and that the District fund the 25% local matching share requirement for the remaining portions of the project in an amount not to exceed \$294,000, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Boehme seconded the motion, which passed unanimously.
- Harris County Sheriff's Office IJ 1 - Director Bass moved that the District fund the 25% local matching share requirement for the project in an amount not to exceed \$73,700, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Boehme seconded the motion, which passed unanimously.
- Harris County Sheriff's Office IJ 2 - Director Boehme moved that the District fund the 25% local matching share requirement for the project in an amount not to exceed \$34,525, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Bennett seconded the motion, which passed unanimously.
- Harris County Sheriff's Office IJ 3 - Director Adamec moved to deny the request for the District to fund the 25% local matching share requirement for the project. Director Boehm seconded the motion, which passed unanimously.
- Harris County Sheriff's Office IJ 4 - Director Burke moved that the District fund the 25% local matching share requirement for the project in an amount not to exceed \$61,060, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Blanchard seconded the motion, which passed unanimously.
- Harris County Sheriff's Office IJ 5 – the Board requested that the representatives of the Harris County Sheriff's Office in attendance provide additional information regarding the request for funding support for a 44-foot SAFE Boat. Following such presentation and discussion on the matter, Director Woodring moved to table the item until the

committee could meet to discuss the request further. Director Blanchard seconded the motion, which passed unanimously.

9. Legal Report – Schwartz, Page & Harding, LLP

Mr. Ringold advised the Board he had nothing to report.

10. Status Report – Greater Houston Port Bureau

A. Financial and Administrative Reports

Mr. Cusick advised the Board there was nothing to add to the reports previously distributed. A copy of the bookkeeping report is attached hereto as **Exhibit C**.

Mr. Cusick presented the following three invoices for approval:

1. City of Houston - \$245,574.91 for 2015 PSGP Matching Funds
2. Greater Houston Port Bureau – \$19,420.41 for May Administrative Services
3. Harris County – \$85,158.73 for March, April and May Operation & Maintenance reimbursement

Upon review of the invoices presented, Director Woodring moved that said invoices be approved for payment. Director Blanchard seconded the motion, which passed unanimously.

B. Assessment Update

Mr. Cusick advised the Board there was nothing to add to the reports previously distributed. A copy of the Assessment Analysis Report is included as **Exhibit D**.

C. Program Management

Mr. Krause advised the Board he attended the USCG Certified Maritime Transportation Security Act Facility Security Officer training course. He also advised the Board he was meeting with the District's partner law enforcement agencies and facility representatives.

D. Management and Outreach Report

CAPT Diehl advised the Board he had nothing additional to report.

11. Status Report – City of Baytown

No one was present from the City of Baytown.

12. Status Report – City of Houston

Mr. Dennis Storemski advised that monthly activity reports had been provided and there was nothing additional to report.

13. Status Report – Harris County

Mr. Patrick Gonzalez advised the Board that monthly activity reports had been provided and he had noting additional to report.

No one was present from Harris County Engineering.

Deputy Jay D'Abbraccio advised that the Harris County Sheriff's Office report is in the Board Book. A copy of the report is attached as **Exhibit E**.

13. Status Report – Texas Game Wardens – TPWD

No one was present from the Texas Parks and Wildlife Department.

15. Status Report – U.S. Coast Guard

Mr. Gary Messmer advised the Board CAPT Oditt was continuing his introductory visits.

16. Recess to Executive Session to deliberate regarding any of the following:

- a. **Matters relating to security devices and personnel or security audits pursuant to §551.076 Texas Government Code;**
- b. **Emergency response providers, risk of vulnerability assessments, encryption codes and security keys for communications systems, information prepared for the United States, information relating to critical infrastructure, and information relating to security systems, all pursuant to §418.183(f), Texas Government Code; and To consult with the District's attorney pursuant to matters authorized by §551.071, Texas Government Code**

Chair Scheibe announced at 3:01 PM that the Board would recess the public meeting for Executive Session. Secretary Adamec read the required notice indicating the sections of the Government Code under which closed session would be held.

17. Reconvene in Open Session and Take Any Action Regarding Items Discussed in Executive Session

Chair Scheibe reconvened the meeting in open session at 3:12 PM. Following additional discussion on the request for funding from the District in support of the local matching share requirements for the Harris County Sheriff's Office IJ 5, Chair Scheibe temporarily adjourned the meeting at 3:14 PM and announced that the grant application committee would briefly convene prior to resumption of the regular meeting of the Board. At 3:29 PM, Chair Scheibe called the regular meeting of the Board back to order. Director Blanchard then made a motion to take from the table consideration of the Harris County Sheriff's Office request for funding in connection with that office's IJ 5. The motion was seconded by Director Burke, which passed unanimously. Director Woodring advised that, after further consideration, the Committee's recommendation to exclude the 44' SAFE Boat from the request for funding stood unchanged. Director Blanchard moved that the District fund the 25% local matching share requirement for the remaining portions of the project in an amount not to exceed \$56,725, subject to the adoption of an Assessment Plan including and collection of assessment funds sufficient to cover the cost of same. Director Burke seconded the motion, which passed unanimously.

Chair Scheibe next requested that SPH and the GHPB work with Vice Chair Woodring to provide a draft Concept of Operations to the Department of Homeland Security primary fusion center in the State of Texas (Texas Joint Crime Information Center) relative to the establishment of an intelligence analyst dedicated to the maritime industry and with a focus on the Port of Houston and surrounding industries, including a proposal that the District help fund the position for an initial startup period of one to two years.

18. Consider Items for Future Meeting Agendas

No items were suggested other than customary and ongoing matters.

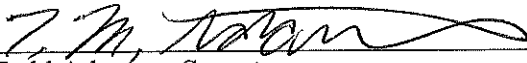
19. Adjourn

The meeting adjourned at 3:35 P.M., upon a motion by Director Bennett, seconded by Director Blanchard, which passed unanimously.

Next Meeting – July 11, 2017

The next regular meeting of the Board is scheduled for July 11, 2017 at 2:00 P.M. at the Shell Deer Park Learning Center, 2nd Floor, Mustang Building, 4400 Highway 225, Deer Park, Texas

The above is a correct copy of the Minutes of the June 13, 2017, regular meeting of the Board of Directors of the Houston Ship Channel Security District.



Todd Adamec, Secretary

LIST OF ATTACHMENTS

- A. Resolution Adopting Security Plan for Harris County Sheriff's Office Supplemental 2016 PSGP Project
- B. Summary of Funding Requests and Recommendations
- C. Bookkeeping Report
- D. Assessment Collection Report
- E. Harris County Sheriff's Office Report

Attachment A

RESOLUTION ADOPTING SECURITY PLAN

WHEREAS, the Houston Ship Channel Security District (the "District") was created and organized pursuant to an Order of the Commissioners Court of Harris County, Texas, dated June 9, 2009, and operates pursuant to Chapter 68, Texas Water Code, as amended (the "Act");

WHEREAS, the District is empowered to accomplish the purposes for which it was created, including acquiring, constructing, completing, developing, owning, operating, maintaining and leasing security projects or providing security services inside or outside of the District's boundaries;

WHEREAS, the District is likewise empowered to contract with the State of Texas, a municipality, a county or other political subdivision of the State of Texas to accomplish any District purpose;

WHEREAS, the District may contract with and accept from a governmental entity assessment payments, which funds may be used for any District purpose that the District and governmental entity may mutually agree upon, including for the purpose of financing security projects or security services;

WHEREAS, the District is empowered to impose an assessment against facilities located within the boundaries of the District for any District purpose, and the District has imposed certain assessments for the purpose of financing security projects and security services administered by Harris County, the City of Houston, the City of Baytown, the Port of Houston Authority, and Texas Parks & Wildlife Department, as set forth in detail in the District's Resolutions Adopting Plan of Assessment dated August 17, 2010, September 10, 2013, November 18, 2014, October 13, 2015, and October 18, 2016 (the "Prior Assessments");

WHEREAS, the District is further empowered to establish procedures for the use or refund of assessment funds collected by the District determined to be in excess of those necessary to finance a security project or security service for which they were collected, and, by Resolution of the District's Board of Directors dated March 13, 2012, so established procedures for the use or refund of excess funds held by the District;

WHEREAS, the Board of Directors of the District has determined that excess funds have been derived from assessment payments received pursuant to a contract or contracts with the Port of Houston Authority, the Prior Assessments, and/or penalty and interest income derived therefrom;

WHEREAS, the Board of Directors of the District has proposed to use a portion of said excess funds to provide grant matching funding for the proposed security project and security services described in Attachment I hereto (the "Project"); and

WHEREAS, the District has provided notice of its intent to hold a public hearing on the advisability of the Project pursuant to the requirements of the Act and Chapter 551, Texas Government Code, as amended; Now, therefore:

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HOUSTON SHIP CHANNEL SECURITY DISTRICT, THAT:

Section 1: There was conducted a hearing on June 13, 2017, on the advisability of the Project, which hearing was open to the public.

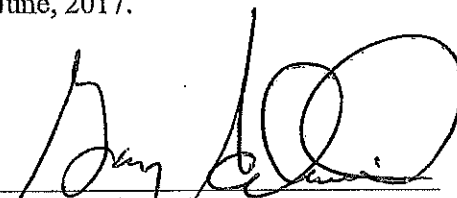
Section 2: Based upon the public comments and objections received at such hearing, all of which have been heard and ruled upon by the Board, the Board hereby makes the following findings:

- (i) The Project is necessary and appropriate to accomplish the purpose or purposes for which the District was created and organized;
- (ii) The nature of the Project is described in Attachment I, which is attached hereto and incorporated herein;
- (iii) The estimated cost of the Project is set forth in Attachment II, which is attached hereto and incorporated herein; and
- (iv) All facilities located within the District will derive benefit from the Project.

Section 3: The Project duration shall not exceed two (2) years from commencement (the "Initial Term"). The District may adopt a new security plan if it determines to extend the Project beyond the Initial Term.

Section 4: The District shall finance the Project, in whole or in part, solely from the funding sources identified in Attachment III, and only to the extent sufficient funds from such sources are available. The District's portion of the funding for the Project is in accordance with the District's duly adopted Resolution dated March 13, 2012 setting forth procedures for the use or refund of excess funds held by the District.

PASSED AND ADOPTED this the 13th day of June, 2017.


Chair, Board of Directors

ATTEST:


Secretary, Board of Directors

(Seal)

ATTACHMENT I

GENERAL NATURE OF SECURITY PROJECT

Acquisition of two (2) Mobile Gamma Neutron Detectors to enhance the Chemical, Biological, Radiological, Nuclear and Explosive hazard detection and defense capabilities of the Harris County Sheriff's Office.

Acquisition of equipment and training to enhance navigation, detection and response capabilities of the Harris County Sheriff's Office's High Risk Operations and Marine Units. Deliverables include: (i) forward looking infrared camera (1), (ii) ballistic vests (9), (iii) folding ladders (12); (iv) side scan sonar and related scanning system equipment (1); (v) various dive gear and personal protective equipment; (vi) various equipment appurtenant to items (i) – (v); (vii) Marine Law Enforcement Training Program; (viii) Boat Operators Anti-Terrorism Training Program; (ix) Marine Tactical Operations Training Program; (x) Commercial Vessel Boarding Training Program; (xi) Seaport Security Anti-Terrorism Training Program; (xii) Basic Tactical Medical Training Program; (xiii) Public Safety Boat Operations and Rescue Systems Training Program; and (xiv) Maritime Equipment Maintenance and Restoration Training.

ATTACHMENT II

ESTIMATED COSTS

The total estimated capital cost of the Supplemental 2016 PSGP Projects is approximately \$572,209.60. The estimated District share of such capital cost is \$143,052.40, and represents the 25% local matching share requirement for federal Port Security Grant Program grant funds. The balance of the capital costs for the Supplemental 2016 PSGP Projects will be funded by federal grant funds or other sources, persons or agencies. Harris County, through the Harris County Sheriff's Office, will be responsible for securing grant funding and funding of all expenses not covered by grant funding, if any.

The Supplemental 2016 PSGP Projects will be deliverable in a single phase, as follows:

Income:	2017
Assessments	\$ 0
Use of Surplus Funds /Carry Forward	\$ 143,052
Interest Earnings	\$ 0
Subtotal	\$ 143,052
Expenses:	
Security Project (Equipment, Infrastructure & Improvements)	\$ 143,052
Security Services	\$ 0
District Administration	\$ 0
Subtotal	\$ 143,052
Net	\$ 0

ATTACHMENT III

PROPOSED PLAN OF FINANCING

Pursuant to Section 68.306(f), Texas Water Code, and the provisions of the District's written procedures relative to use of refund of excess assessment proceeds, the Board of Directors of the District proposes to use and apply up to \$143,052.40 in excess funds derived from one or more prior assessments to fund the local matching share requirement for the Supplemental 2016 PSGP Projects. The District's contribution and financial responsibility for the Supplemental 2016 PSGP Projects under this proposed plan of financing shall be limited solely to provision of local matching share funding for the federal grant funds awarded to Harris County out of the 2016 Port Security Grant Program for the Supplemental 2016 PSGP Projects and shall not exceed \$143,052.40.

The District is not proposing any additional assessments for the purpose of financing local matching share funding for the Supplemental 2016 PSGP Projects.

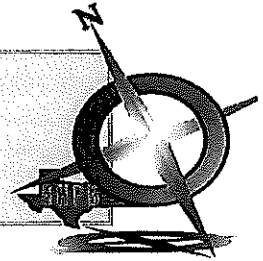
Request for Matching Funds for 2017 PSGP

<u>Requesting Entity</u>	<u>U #</u>	<u>Project Description</u>	<u>Total Cost</u>	<u>75%</u>	<u>25%</u>	<u>Recommendation</u>	<u>HSCSD Funding</u>
City of Baytown	1	Sustain Type 1 Bomb-DIVE/USRT Squad - replace aged, expired specialized and/or protective equipment as well as enhance the capabilities of existing teams.	36,875	27,656	9,219	Direct funding of the total project by HSCSD	36,875
City of Baytown	Totals		36,875	27,657	9,219		36,875
City of Houston	1	Law Enforcement Aviation Monitoring and Surveillance Enhancement - Purchase two (2) helicopter mounted camera/imaging systems containing High-Definition color camera with low light and thermal (infrared) imaging capabilities and includes all required parts for FAA Certifies Avionic installation.	992,000	744,000	248,000	Approve funding of the 25% local cost match	248,000
City of Houston	2	Air Support Enhancement, Maintenance, and Training - new mapping systems, replacement parts and SAR equipment for the dedicated port helicopters, and helicopter underwater egress training for members of the HFD Rescue Team.	678,734	509,051	169,684	Approve funding of the 25% local cost match. Seek clarification of budget item #4 - SAR personal protective equipment	169,684
City of Houston	3	Specialized Team Water Operations - equipment and training for water surface and subsurface operations for select specialized teams of the Houston Police Department (Bomb, Dive and Marine, which are full-time Type 1 teams).	662,294	496,721	165,574	Approve funding of the 25% local cost match	165,574
City of Houston	4	Houston Police Department Security Patrol Boat Sustainment - Purchase replacement engines and seats for the HPD 33' SAFE Boat, a thermal imaging system (FLIR) and automatic vessel identification device for the HPD 25' SAFE boat.	157,600	118,200	39,400	Approve funding of the 25% local cost match	39,400
City of Houston	5	Hazmat Enhancement - Purchase HazMat Respond Vehicle and two Chemical Detectors for the Houston Fire Department full-time Type 1 HazMat Team.	972,900	729,675	243,225	Approve funding of the 25% local cost match	243,225
City of Houston	Totals		3,463,528	2,597,646	865,882		865,882

Request for Matching Funds for 2017 PSGP

<u>Requesting Entity</u>	<u>IJ #</u>	<u>Project Description</u>	<u>Total Cost</u>	<u>75%</u>	<u>25%</u>	<u>Recommendation</u>	<u>HSCSD Funding</u>
Harris County CTS		Port Security Surveillance System - deployment of high-definition waterside and landside surveillance equipment at 4 new sites, as well as upgrade/O&M funds for the current surveillance system platform.	1,276,000	957,000	319,000	Approve the project without the \$100,000 for unidentified training. Approve the funding for the 25% local cost match for the remaining \$1,176,000. Seek clarification of budget for aggregator software.	294,000
Harris County CTS	Totals		1,276,000	957,000	319,000		294,000
Harris County Sheriff's Office	1	Air Unit Equipment - cargo hook and harness equipment; navigation and mapping system; aviation headsets; deployment seating platform. Night vision goggles.	294,800	221,100	73,700	Approve funding of the 25% local cost match	73,700
Harris County Sheriff's Office	2	Bomb Unit Project - x-ray and hand held radiation detection equipment to help bring the unit to a Type 1 unit, including dive equipment and scuba training.	138,100	103,575	34,525	Approve funding of the 25% local cost match	34,525
Harris County Sheriff's Office	3	Dive Training - training manuals for continuing education and certification.	41,400	31,050	10,350	Deny the request for the local cost match	0.00
Harris County Sheriff's Office	4	HROU Unit Project - 21 sets of equipment to add marine underwater capabilities to the HROU unit.	244,240	183,180	61,060	Approve funding of the 25% local cost match	61,060
Harris County Sheriff's Office	5	Marine Unit Capability Expansion and Fleet Standardization Project - 45' SAFE Boat; replacement radar; replacement outboard motors and lower units; tactical vests, personal safety equipment; upgrading ROV equipment and ROV maintenance training.	1,791,864	1,343,898	447,966	Approve the project without the \$1,564,964 for 45' SAFE Boat. Approve the funding for the 25% local cost match for the remaining \$226,900	56,725
Harris County Sheriff's Office	Totals		2,510,403	1,882,803	627,601		226,010
Grand Totals			7,286,806	5,465,105	1,821,702		1,422,767

GREATER HOUSTON PORT BUREAU, INC.



HSCSD Administrative Report June 13, 2017

Financial and Investment Reports

- **Bank Statements as of May 31, 2017**
 - Operating Account Reconciliation and Cash Flow Statements show:
 - The bank balance was \$47364.26
 - Deposits were \$0.00
 - Transfers from Money Market were \$100,000.00
 - Cleared Checks were \$112,933.47
 - Checks Outstanding were \$3,375.00
 - Money Market Account Reconciliation shows:
 - The invested balance was \$10,523,221.87
 - Deposits were 0.00
 - Transfers to Checking were \$100,000.00
 - Deposits In Transit were \$1,062.00
 - Interest earned was \$477.06
- **Disbursements for May 2017**
 - Disbursements totaled \$101,914.39
- **Invoices Requiring Board Approval**
 - City of Houston – \$245,574.91 for 2015 PSGP Match Funds
 - Greater Houston Port Bureau – \$19,420.41 for May Administrative Services
 - Harris County – \$85,158.73 for March, April & May O&M

Education Report

- The USCG Certified MTSA FSO Course on May 23-25, 2017 drew 18 attendees.

2016 Assessment Update as of May 31, 2017

- 2016 Assessment – 190 companies were assessed \$2,135,100.00/ 186 companies have paid \$2,115,319.50, as of May 31, 2017. Outstanding receivables, including penalties and interest, are \$22,115.06 owed by 4 companies.

Delinquent Assessments Update as of May 31, 2017

- 2013 & 2014 Assessment – Two companies were turned over to the collection attorney for delinquent 2013 & 2014 Assessments on July 1 of 2014 and 2015 respectively. Current outstanding assessment balance, including penalty & interest, is \$54,600.00
- 2015 Assessment
 - 3 companies have assessment receivables totaling \$14,807.00 with accrued and unpaid penalty & interest totaling \$1,689.78
 - One company has filed for chapter 11 bankruptcy owing \$12,153.50 including penalty and interest to the date of filing for bankruptcy.
 - One company owing only penalty & interest has filed for chapter 11 bankruptcy owing the District \$1,463.28
 - All delinquent accounts were referred to PBFC&M for collection on July 1, 2016



Houston Ship Channel Security District

Delinquent Assessment Analysis

as of
May 31, 2017

2016 Assessment Analysis

2016 Assessment Roll 190 Companies (after appeals)			\$2,135,100.00
Receipts to Date	Assessments – 186 Companies	2,115,319.50	
	Penalty & Interest	6,791.50	
Total Related Receipts			\$2,122,111.00
Receivables	Current – 1 Company (Installments)	1,754.50	
	Delinquent Assessment – 3 Companies	\$18,026.00	
	Accrued Penalty & Interest – 4	2,334.56	
Total 2016 Receivables			\$22,115.06

2015 Assessment Analysis

Receivables	Delinquent – 3 Companies	\$14,807.00	
	Accrued Penalty & Interest – 3	1,689.78	
Total 2015 Receivables			\$16,496.78

One company filed for Chapter 11 bankruptcy on March 4, 2016 owing the District \$12,153.50 in assessment and accrued penalty and interest to that date. A second company filed for Chapter 11 bankruptcy on April 27, 2016 owing \$1,463.28 in penalty & interest. No further penalty and interest can be accrued or collection activity taken. The accounts have been referred to Perdue, Brandon, Fielder, Collins & Mott L.L.P. to file proof of claim on behalf of the District.

2014 Assessment Analysis

Receivables	Delinquent – 2 Companies	15,750.00	
	Accrued Penalty & Interest – 2	6,300.00	
Total 2014 Receivables			\$22,050.00

Both companies were turned over to the collection attorney on July 1, 2015. Interest continues to accrue on these accounts. Legal action is being combined with the 2013 receivables.

2013 Assessment Analysis

Receivables	Delinquent – 2 Companies	21,000.00	
	Accrued Penalty & Interest – 2	11,550.00	
Total 2013 Receivables			\$32,550.00

Both companies were turned over to the collection attorney on July 1, 2014. Interest continues to accrue on these accounts.

Total Accounts with collection attorney – 4 companies owing \$71,096.78

Attachment E

**Harris County Sheriff's Office HSCSD Monthly Report: May 2017
Public Release**

Waterside (May 2017)

Hours Deployed 113.3

HSCSD Expenses (May 2017)

Fuel \$4,178.20

Maintenance \$0.00

\$4,178.20

Landside (May 2017)

Patrols: 534

HSCSD Expenses (May 2017)

Fuel \$2,929.23

Maintenance \$2,199.74

\$5,128.97

Air Side (May 2017)

Patrol Hours 47.51

HSCSD Expenses (February 2017)

Fuel: \$242.46

Maintenance \$0.00

Equipment \$0.00

\$242.46

HCSO Industry Deputy

Coordination Meetings 6

OEM/Drills/Events
and Inspections 14

CIKR Visits 59

79

HCSO District Deputy

Coordination Meetings 6

OEM/Drills/Events
and Inspections 56

CIKR Visits 66

128

SMAG (March 2017)

Hours Worked 585 Hrs. Personnel \$7,500.00

HSCSD Expenses (March 2017)

As requested by the Houston Ship Channel Security District (HSCSD) the Harris County Sheriff's Office