

MINUTES
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24

Aldine Fire & Rescue
20440 Imperial Valley Drive
Houston, TX. 77073
281-951-3700 Phone
713-951-3715 Fax

The Harris County Emergency Services District No.24 met in regular session open to the public, at Aldine Fire & Rescue Station 31 on Wednesday, July 31, 2019 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:19 am and all of said persons were present: Commissioner Loretta ROBINSON, Commissioner Lee SPILMAN, Commissioner Eva GARCIA and Commissioner Maria GOMEZ.

Also, present was Fire Chief Dave PARKER, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Anthony LOPEZ, Robert MATHEWS, John BUENTELLO, Tim MACE, Francis ARCENAU, Luis SMITH, Brad KELLEY, Hernan TREVINO, Joseph GARCIA, Ipolito REYES, Robert HOLLEY, Art NAVARRO, Landon JONES, Joe LEGGETT, Jared KEITH, Rick REEG, Jai WALKER with Aldine Fire & Rescue, Brad DILL with B & D Reality Advisors, Ricardo MARTINEZ with Martinez Architects and Adam TABAK district counsel with Coveler and Peeler.

4.TO APPROVE THE MINUTES OF PRIOR MEETINGS:

Motion by Commissioner GARCIA, seconded by GOMEZ and approved with a vote 5 to 0 to approve the minutes of prior meetings.

5. TO RECEIVE THE TREASURE'S REPORT:

Office Manager CARRIER presented the treasure's report as of July 31, 2019:

Chase Checking Account Balance: \$256,972.81

Chase Tax Funds Balance: \$722,785.08

Texas Class Account-Real Estate- \$7,295,773.72

Texas Class Account-Reserve: \$8,354,088.29

Wells Fargo Account-Station #11 Construction balance: \$67,959.78

Wells Fargo-Sales Tax Collections balance: \$652,751.93

Prosperity Account-Billing Funds balance: \$171,145.61

Total in all accounts of \$17,7677,742.36

Tax Collections collected year to date: \$2,287,068.81

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to accept the treasure's report for the month of July 2019.

6. TO PAY DISTRICT'S BILLS:

Motion by Commissioner SPILMAN, seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to pay Districts bills.

12. TO RECEIVE A REPORT AND TAKE ANY NECESSARY ACTION RELATED TO THE DISTRICT'S CURRENT OR CONTEMPLATED CONSTRUCTION PROJECTS:

Ricardo MARTINEZ presented the board with 3 detailed options on construction layout for Station 41.

Motion by Commissioner ROBINSON, seconded by GARCIA and approved with a vote 5 to 0 to approve option 2 design for Station 41 presented by MARTINEZ Architects.

18. TO REIVEW, DISCUSS AND TAKE ACTION REGARDING THE PROPOSED SALE OF THE DISTRICT'S PAREL WITHIN INTERCONTIENTAL CROSSING:

Brad DILL presented the board with an estimated value of surplus land at Station 41. DILL also went into further details on the 3 construction layouts presented by MARTINEZ Architects. (View attachments)

Ira Coveler arrived at 11:45am.

Commissioner LOYD opened item # 7

7. TO REVIEW AND DISCUSS APPRAISAL VALUES OF THE DISTRICT AND AUTHORIZE COUNSEL TO PREPARE AND PUBLISH EFFECTIVE TAC RATE NOTICE:

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to authorize Counsel to prepare and publish effective Tax Rate Notice.

Brad DILL left the meeting at 11:56am.

Closed session at 11:57am

15. EXECUTIVE SESSION, PURSUANT TO GOVERNMENT CODE § 551.071, TO DISCUSS DISTRICTS PERSONNEL MATTERS:

16.REVIEW DISCUSS AND TAKE ACTION ON DISTRICT PERSONNEL MATTERS INCLUDING ACTIONS REGARDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING, AND/OR TERMINATION OF DISTRICT EMPLOYEES INCLUDING MEDIC, COMMAND STAFF, AND ADMINISTRATIVE STAFF:

20.TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REAL ESTATE MATTERS:

19. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE§ 551.071 GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH THE

DISTRICTS LEGAL COUNSEL ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THIS CHAPTER:

Open session at 12:51pm

8. TO RECEIVE THE CHIEFS REPORT, INCLUDING FIRE SUPPRESSION, RESCUE AND RELATED ACTIVITIES, AS WELL AS REPORTS ON ANY TRAINING RECEIVED BY THE DISTRICTS PERSONNEL DURING THE PERVIOUS MONTH:

Report for the month of June 2019 presented by Chief PARKER; total responses: 222, total In-District on scene calls: 172, total numbers of apparatus responding: 308, mutual aid: 15, mutual aid received: 05, calls year to date: 1275, total training hours: 403

Chief PARKER updated the board on information regarding Sales Tax. Chief PARKER made it aware that there is a company in the District that has not paid their taxes in a few months. Chief PAKER updated the board on the Houston Fire Department mutual aid contract, while contract remains in the hands of the Mayor. Chief PARKER also, informed the board on the revised job duties for all administrative employees.

Motion by Commissioner GOMEZ, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the chiefs report for the month of June 2019.

9. TO APPROVE ADDITIONAL TRAINING REQUESTED OR REQUIRED OF COMMAND STAFF, FIREFIGHTERS, AND DISTRICT PERSONNEL:

No action, item tabled.

10. TO REVIEW AND APPROVE REQUESTED REVISIONS TO THE DISTRICT'S 2019 BUDGET:

Chief PARKER presented the board with the following revisions to the District's 2019 Budget:

1. Specialized Painting Service Job # 632019 (Station 31 Concrete): \$6,680.00
2. Specialized Painting Services Job #6262019 (Station 31 Concrete): \$ 8,592.00
3. Specialized Painting Service Job # 6202019 (Station 31 Build-Out): \$7,987.00
4. Purchase Order #1093 (Station 31 Awning): \$13,200.00

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the presented budget revisions.

11. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ADOPTION OF THE DISTRICT'S 2019 INVESTMENT POLICY:

No action, item tabled

Commissioner LOYD opened item # 13.

13. TO REVIEW AND APPROVE REQUISITION REQUESTS SUBMITTED FOR THE PURCHASE OF EQUIPMENT, SUPPLIES, MATERIALS, VEHICLES AND APPARATUS:

Chief PARKER presented the following requisition:

1. Vendor: CM Event Services
Item: Texans theme Uniform T-Shirts
Amount: \$3,975.00

Motion by Commissioner GARCIA, seconded by Commissioner Gomez and approved with a vote of 5 to 0 to approve the order of Houston Texans theme T-shirts amount not to exceed \$3,975.00.

14. TO APPROVE THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH SAFETY CODE §775.251:

Chief PARKER presented the board with the following items listed:

1. Old Ice Machine from Station 21- Salvage
2. Boots, Coats, Helmets (4 coats, 3 pants, 9 hoods, 2 gloves)- Salvage
3. Rosenbauer Titan Helmets (4 helmets)- Surplus

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the disposal of the listed surplus and salvage property.

20. TO RECEIVE A REPORT REGARDING SOCIAL MEDIA AND UPCOMING EVENTS FROM THE DEPARTMENTS PUBLIC RELATIONS REPRESENTATIVE:

Community Liaison SANTIAGO updated the board on upcoming Public Relations Events that will take place in the month of August 2019.

Santiago, listed the following PR Events for the month of August 2019:

1. Aldine Fire & Rescue Life Scan
August 26th-30th, 2019
2. Location: M.O Campbell
Date: August 3rd, 2019
Time: 11am- 1pm
Event: Back-2-School Jamboree
3. Date: August 13th, 2019
Location: 16330 Air Center Blvd.
Time: 10am- 11am
Event: Fire Drill and Emergency Evacuation

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the presented report for the month of July 2019.

21. TO REVIEW AND APPROVE SUBMITTAL RECEIVED FROM THE DISTRICTS COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH AND SAFETY CODE §775.038:

Motion made by Commissioner SPILMAN, seconded by Commissioner GARCIA with a vote of 5 to 0 to approve compensation for Commissioner SPILMAN, Commissioner GARCIA, Commissioner ROBINSON, Commissioner GOMEZ and Commissioner LOYD for the month of July 2019.

22. TO DISCUSS ANY NEW ITEMS WHICH NEED TO BE ON THE AGENDA FOR SUBSEQUENT DISTRICTS MEETINGS:

No action, item tabled.

23. TO RECEIVE PUBLIC COMMENT:

No action, item tabled.

24. ANNOUNCEMENTS:

No announcements.

25. ADJOURNMENT:

Commissioner GOMEZ moved for adjournment; Seconded by Commissioner GARCIA with a vote of 5 to 0 to adjourn the meeting.

The meeting adjourned at 1:20 pm.