

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, August 8, 2018 at 20440 Imperial Valley Drive, Houston, TX. 77073.

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

Also, present was Fire Chief Dave PARKER, Asst. Chief Edmundo VENEGAS, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison with Aldine Fire & Rescue, Landon NEWTON with Government Capital, Paula BARK with Sales Tax Assurance and Adam TABAK district counsel with Coveler and Peeler.

Pledge of Allegiance Recited.

4.TO RECEIVE A PRESENTATION FROM SALES TAX ASSURANCE AND TAKE ANY NECESSARY ACTIONS RELATED TO THE REPORT:

Paula BARK presented the district with the sales tax allocations report for the month of July 2018. Paula BARK explained why there is a month lag on sales taxes and the contributing factors related to such. See attached documents for the overview of the sales tax of the month of July 2018. In addition, BARK will relinquish liabilities and provide the board with a list of the top 20 tax payers in the district. No action taken.

Open itemed 9.

9. TO REVIEW FINANCING PROPOSALS FOR CONSTRUCTION OF STATION 11:

Landon NEWTON presented a variety of mock proposals for financing for station 11 construction (see attached). Mr. NEWTON will follow up on next month's monthly board meeting.

5. TO REVIEW, DISCUSS AND TAKE ACTION TO PAY THE DISTRICT'S BILLS:

Motion by Commissioner SPILMAN; seconded by Commissioner GOMEZ with a vote of 5 to 0 to approve the payment of the bills presented for the month of June 2018.

Item 6 was moved under item 14.

7. TO DISCUSS THE DISTRICTS 2019 BUDGET:

Commissioner SPILMAN requested a list of station 31's remodel options.

Commissioners SPILMAN and LOYD thanked the Administrative staff for the 2019 draft budget.

No action taken, item tabled.

8. TO RECEIVE A REPORT RELATED TO THE CONSTRUCTION OF STATION 11:

Asst. Chief VENEGAS Informed the Board of Commissioners that Katy POBLANO from BRW is waiting on civil to give an approval on the new station 11 plans. Following the approval, the process of bidding proposal packages for station 11 can begin.

Item 9 taken up at the beginning of the meeting.

10. TO RECEIVE A REPORT RELATED TO THE CONSTRUCTION OF STATION 21:

Asst. Chief VENEGAS mentioned that station 21 is still experiencing issues with the air flow, possibly caused by engineering issues. VENEGAS would like to have a letter mailed out either from the Board of Commissioner or the attorney, to find a resolution to this issue.

Attorney to follow up once an air flow test is complete.

11. TO RECEIVE AN UPDATE ON THE PURCHASE AND INSTALLATION OF ELECTRONIC SIGNAGE AT ALL DISTRICT STATIONS:

Asst. Chief VENEGAS mentioned that he is waiting on signatures from the HOA association for station 31. No action taken, item tabled.

12. TO REVIEW AND APPROVE MUTUAL AID AGREEMENTS:

Asst. Chief VENEGAS discussed he previously had a meeting with Houston Fire Department and came to an agreement on automatic aid. A written agreement was requested from the districts counsel to have the opportunity for Ariel ladders to respond to box assignments. In return, we would provide one engine and 4 personnel.

Motion by Commissioner ROBINSON and seconded by Commissioner GOMEZ and approved with a vote 4 to 0 to have the district's counsel provide an agreement between the Houston Fire Department and Harris County ESD 24 concerning working together on mutual aid.

13. TO APPROVE REQUESTS FROM THE DEPARTMENT FOR THE PURCHASE OR REPAIR OF APPARATUS, EQUIPMENT, SUPPLIES, AND OTHER NECESSARY BUDGETARY EXPENSES:

Motion by Commissioner SPILMAN and seconded by Commissioner ROBINSON and approved with a vote 4 to 0 to approve up to \$1,700,000.00 as presented for the districts 2018 budget.

The following listed items were approved towards the \$1,700,000.00 as an amendment to the 2018 budget.

Quint & Equip. - \$1,300,000  
Two Squads & Equip.-\$200,00  
Station 31 Remodel- \$100,000  
Technical Rescue & Specialty Equip. -\$17,500  
Trailer- \$2,000  
Community Relations Vehicle- \$35,000

Training Laptop/IPAD- \$2,000

Commissioner ROBINSON left the meeting at 1:19pm due to a family emergency.

1. Vendor: All-Out Graphics  
Items: Canopy (2) Tables cloths (2)  
Amount: \$ 3,220.00  
Unbudgeted Item for Public Relations/50<sup>th</sup> Anniversary

Motion by Commissioner GOMEZ and seconded by Commissioner SPILMAN and approved with a vote 3 to 0 to approved the amount of \$3,220 for canopy's and table cloths.

14. TO APPROVE REQUESTS FOR FIREFIGHTING OR ADMINISITRATIVE CLASSES, COURSE MATERIALS, EQUIPMENT AND RELATED EXPENDITURES INCURRED FOR THE BENEFIT OF THE DISTRICT:

No action.

15.TO REVIEW AND ACT ON DISTRICT PERSONNEL MATTERS INCLUDING ACTIONS REGARDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING AND/OR TERMINATION OF DISTRICT EMPLOYEES INCLUDING MEDICS, COMMAND STAFF AND ADMINISTRATIVE STAFF:

Item tabled, no action.

**15-18 EXECUTIVE SESSION**

Closed session began at 1:24pm.

Open session at 1:28pm.

19. ADJOURNMENT:

Commissioner SPILMAN moved for adjournment; Seconded by Commissioner GOMEZ and approved with a vote of 3 to 0 to adjourn the meeting.

The meeting adjourned at 1:32pm.