

## MINUTES

### HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24

Aldine Fire & Rescue

20440 Imperial Valley Drive

Houston, TX. 77073

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The Harris County Emergency Services District No.24 met in regular session open to the public, at Aldine Fire & Rescue Station 31 on Wednesday, November 21, 2018 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:13 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, Asst. Chief Edmundo VENEGAS, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Irene RAMOS, Agustin MARTINEZ, Joe LEGGETT with Aldine Fire & Rescue, Brad DILL with BD Realty Advisors, and Adam TABAK district counsel with Coveler and Peeler.

#### 4. TO APPROVE THE MINUTES OF PRIOR MEETINGS:

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON with a vote 5 to 0 to approve minutes with recommended changes.

5. TO RECEIVE THE TREASURER'S REPORT:

Office Manager CARRIER presented the treasure's report as of September 18, 2018:

Chase Checking Account Balance: \$105,941.39

Chase Tax Funds Balance: \$2,092,988.10

Texas Class Account-Real Estate- \$6,023,827.90

Texas Class Account-Reserve: \$6,038,979.77

Wells Fargo Account-Station #11 Construction balance: \$139,953.65

Wells Fargo-Sales Tax Collections balance: \$2,281,389.37

Prosperity Account-Billing Funds balance: \$154,751.13

Total in all accounts of \$16,837,831.31

Tax Collections collected year to date: \$5,072,436.53

Motion by Commissioner ROBINSON and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to accept the treasure's report for the month of November 2018.

6. TO PAY DISTRICT'S BILLS:

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

7. TO OPEN AN ADDITIONAL BANK ACCOUNT AT CHASE BANK FOR FUNDS RECEIVED FROM GRANTS AND DONATIONS:

Motion by Commissioner SPILMAN and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to open an additional bank account with Chase Bank for grant funds.

8. TO REVIEW, DISCUSS AND TAKE ACTION ON ENTERING A PURCHASE PROGRAM WITH CHASE BANK:

Motion by Commissioner SPILMAN and seconded by GOMEZ and approved with a vote 5 to 0 to enter into purchase program with Chase Bank.

9. 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 October 2018 presented by Asst. Chief VENEGAS; 227 totals responses, 19 Mutual Aid provided, and 4 Mutual Aid received, average response time was 5:47 minutes. Tanker-11: 6 responses made. Calls year to date: 2,124.

Total Training hours: 824:00 hours with approximately 68 personnel.

Motion by Commissioner ROBINSON and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the chiefs report for the month of October 2018.

10. TO REVIEW AND APPROVE REQUESTED REVISIONS TO THE DISTRICT'S 2018 BUDGET:

Motion by Commissioner SPILMAN and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the amount of \$28,000 to cover expensive for the 50<sup>th</sup> Anniversary.

11. TO REVIEW AND TAKE ACTION ON THE RATIFICATION OF A CONTINUING CONTRACT WITH PRIVATE LAW FIRM PURSUANT TO CODE §6.30 OF THE PROPERTY TAX CODE FOR THE COLLECTION OF DELINQUENT DISTRICT AD VALOREM PROPERTY TAXES AND PROVIDING FOR THE PAYMENT OF UP TO 20 % OF THE DELINQUENT TAXES, PENALTIES AND INTEREST WHICH ARE COLLECTED BY THE ATTORNEY UNDER SAID CONTRACT:

Motion by Commissioner ROBINSON and seconded by GOMEZ and approved with a vote 5 to 0 to ratify of a continuing contract with private law firm pursuant to code§6.30 of the property tax code for the collection of delinquent district ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties and interest which are collected by the attorney under said contract.

12. TO DISCUSS AND TAKE ACTION ON THE IMPOSITION OF ADDITIONAL PENALTY ON DELINQUENT TAXES ACCRUING PRIOR TO JUNE 1, 2019 PURSUANT TO CODE §33.07 OF THE PROPERTY TAX CODE AND ADOPTION OF A RESOLUTION REGARDING SAME FOR TAXES:

Motion by Commissioner ROBINSON and seconded by GOMEZ and approved with a vote 5 to 0 to approve the imposition of additional penalty on delinquent taxes accruing prior to June 1, 2019 pursuant to code §33.07 of the property tax code and adoption of a resolution regarding same for taxes.

13. TO DISCUSS AND TAKE ACTION ON THE IMPOSITION OF ADDITIONAL PENALTY ON DELINQUENT TAXES ACCRUING PRIOR TO JUNE 1, 2019 PURSUANT TO CODE §33.08 OF THE PROPERTY TAX CODE AND ADOPTION OF A RESOLUTION REGARDING SAME FOR TAXES:

Motion by Commissioner ROBINSON and seconded by GOMEZ and approved with a vote 5 to 0 to approve the imposition of additional penalty on delinquent taxes accruing prior to June 1, 2019 pursuant to code §33.08 of the property tax code and adoption of a resolution regarding same for taxes.

14. TO DISCUSS TAKE ACTION ON THE IMPOSITION OF EARLY ADDITIONAL PENALTY FOR COLLECTION COST FOR TAXES IMPOSED ON PERSONAL PROPERTY ON DELINQUENT TAXES PURSUANT TO §33.11 OF THE PROPERTY TAX CODE AND ADOPTION OF A RESOLUTION REGARDING SAME FOR TAXES:

Motion by Commissioner ROBINSON and seconded by GOMEZ and approved with a vote 5 to 0 to

15. TO RECEIVE A REPORT AND TAKE ANY NECESSARY ACTION REGARDING THE CONSTRUCTION OF STATION 21:

No action, item tabled.

16. TO RECEIVE A REPORT AND TAKE ANY NECESSARY ACTION REGARDING THE CONSTRUCTION OF STATION 11:

Chief PARKER stated that the district is waiting on Coveler and Peeler to finish reviewing the contract with Gamma Construction.

17. TO REVIEW AND DISCUSS THE DISTRICTS ISO RATING:

No action, item tabled.

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

No action, item tabled.

19. TO APPROVE REQUESTS MADE BY DEPARTMENT FOR THE PURCHASE OR REPAIR OF APPARATUS, EQUIPMENT, SUPPLIES, AND OTHER NECESSARY BUDGETARY ACQUISITIONS:

Assistant Chief VENEGAS stated that there are continuous on-going issues with Engine # 31, nothing to present at this meeting.

20. TO REVIEW, DISCUSS AND TAKE ACTION ON ITEMS RELATED TO EQUIPPING AND OUTFITTING QUINT 31:

Assistant Chief VENEGAS finalized list for equipment on Quint 31 and stated that more than 50% of equipment for the Quint 31 has been ordered.

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

No action, item tabled.

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

No action, item tabled.

**Closed session begins at 11:56am.**

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

24. EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE §551.074, TO DISCUSS DISTRICTS PERSONNEL MATTERS:

26. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REAL ESTATE MATTER:

27. 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 resumed at 12:11 pm.**

**Commissioner LOYD re-opened Item # 25**

25. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ACQUISITION OF REAL ESTATE FOR THE CONSTRUCTION OF FOURTH FIRE STATION:

No action.

28. TO REVIEW AND APPROVE SUBMITTAL RECEIVED FROM THE DISTRICTS COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH AND SAFETY CODE §775.0338:

Motion made by Commissioner SPILMAN, and seconded by Commissioner ROBINSON 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 NOVEMBER 2018.

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

No action, item tabled.

30. TO RECEIVE PUBLIC COMMENT:

Chief Parker spoke on meeting with Houston Fire Dept. on automatic aid contract and provided four employees have access to our subscription to information on active 911 app

31. ANNOUNCEMENTS:

Office Manager CARRIER mentioned that the Holiday party is December 8<sup>th</sup>, 2018.

Commissioner LOYD wished everyone a Happy Thanksgiving.

32. ADJOURNMENT:

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

The meeting adjourned at 12:31 pm.