

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, June 17th, 2020 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:22 am and all of said persons were present: Commissioner Loretta ROBINSON, Commissioner Eva GARCIA, Commissioner Maria GOMEZ and Commissioner Lee SPILMAN.

Also, present was Fire Chief Dave PARKER, Amanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Arthur NAVARRO, Joe LEGGETT, Robert HOLLEY, Robert MATHEWS, Ramon ARANA, Luis MENDEZ, Chris SZOSTAK, Leroy RAMIREZ, Guan LEE, Greg KUENSTLER with Aldine Fire & Rescue, Joel LESTER with Flintco, Justin MYERS with Martinez Architects, Jonathan WATSON with Brooks Watson & Co., Otis Carter with Gamma Construction, Brad DILL B&D Realty Advisors, and Adam TABAK District Council with Coveler and Peeler.

4. TO RECEIVE PUBLIC COMMENT:

Commissioner ROBINSON wanted to wish all the fathers a Happy Father's Day.

Office Manager CARRIER wanted to wish Michelle a Happy Birthday.

5. TO APPROVE THE MINUTES OF PRIOR MEETINGS:

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

Commissioner LOYD opened item # 7

7. TO REVIEW AND APPROVE THE DISTRICT'S 2019 AUDIT:

Jonathan WATSON presented the board the District's 2019 Audit. (View Attachment)

Motion by Commissioner GARCIA and seconded by GOMEZ and approved with a vote 5 to 0 to approve the District's 2019 Audit.

Commissioner LOYD opened item # 6

6. TO RECEIVE THE TREASURER'S REPORT:

Aamanda CARRIER presented the Treasure's report as of June 2020:

Chase Checking Account Balance: \$260,539.27

Chasing Saving Account- Property Tax: \$651,996.51

Chase Grant Account: \$156,265.14

Texas Class Account-Real Estate- \$9,809,630.33

Texas Class Account-Reserve: \$8,928,383.64

Wells Fargo-Sales Tax Collections balance: \$747,995.62

Wells Fargo Account-Station #11 Construction balance: \$45,149.12

Prosperity Account-Billing Funds balance: \$198,936.38

Total in all accounts of \$20,798,896.01

Tax Collections collected year to date: \$2,800,321.40

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 June 2020.

Commissioner LOYD opened item # 8

8. TO PAY DISTRICT'S BILL:

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

9. TO REVIEW, DISCUSS AND TAKE ACTION ON THE PURCHASE, SALE, OR LEASE OF REAL ESTATE:

Brad DILL informed the board of the district standing for the 2.5 acres of land for the Administrative building. (view attachment)

Motion by Commissioner ROBINSON and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the order of the Phase 1 environmental study from Phase Engineering for the amount not to exceed \$1,950.00.

10. TO REVIEW AND TAKE ANY ACTION REGARDING CONSTRUCTION, REPAIRS OR RENOVATIONS TO DISTRICT REAL PROPERTY, INCLUDING, BUT NOT LIMITED TO, CONSTRUCTION PAYMENTS, PAYMENT APPLICATIONS, CHANGE ORDERS, PERMITS, ENGAGING ARCHITECTS OR ENGINEERS, AND SELECTION OF GENERAL CONTRACTORS FOR DISTRICT CONSTRUCTION PROJECTS:

Otis CARTER from Gamma Construction informed the board that the concrete to be poured on Friday is on schedule, next week possible framing; CARTER stated that everything is on schedule and running smoothly.

Justin MEYERS from Martinez Architects presented the board an update for all stations. (view attachment)

11. 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 PVIOUS MONTH:

Report for the month of May 2020 presented by Chief PARKER; total responses: 135, total In-District on scene calls: 132, total numbers of apparatus responding: 172, mutual aid: 12, mutual aid received: 07, calls year to date: 925, total training hours: 583.

Chief PARKER informed the board that the new cascade system arrived at Station 11 today. Chief Parker introduced Guan LEE to the board of commissioners; LEE wanted to thank the board of commissioners and Chief PARKER for allowing him the opportunity to learn and gain experience here at Aldine Fire & Rescue. Chief PARKER presented a job offer as a full-time firefighter with the district to LEE. Chief PARKER also informed the board on all updates for the Life Scan.

Motion by Commissioner GARCIA and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the chiefs report for the month of May 2020.

12. TO REVIEW, DISCUSS AND TAKE ACTION ON MATTERS RELATED TO COVID-19, INCLUDING BUT NOT LIMITED TO MEETING PROCEDURES, EMERGENCY EXPENDITURES AND CONTINUITY OF OPERATIONS PER GOVERNMENT CODE §418.1101:

No action. Item tabled.

13. TO REVIEW AND TAKE ACTION ON REQUIREMENTS OF GOVERNMENT CODE §2054.5191 [HB 3834 (2019)] AND DISTRICT COMPLIANCE WITH CYBER SECURITY TRAINING:

Chief PARKER informed the board that the District is in order with State laws.

No action. Item tabled.

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

No action. Item tabled.

15. TO REVIEW AND APPROVE REQUESTED REVISIONS TO THE DISTRICT'S 2020 BUDGET:

No action. Item tabled.

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

SANTIAGO informed the board that all Public Relations event are still on a hold, as well as car seat events are still on hold. SANTIAGO updated the board that all social media pages and website are up to date with the latest news. Santiago informed the board that the district is schedule birthday parades for homeowners in our district, keeping everyone safe and still practice social distancing.

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

No action. Item tabled.

18. TO DISCUSS AND ACT ON DISTRICT PERSONNEL MATTERS INCLUDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING AND / OR TERMINATION OF DISTRICT EMPLOYEES:

Chief PARKER presented a job offer to Guan LEE as a full-time firefighter with the district.

Guan LEE wanted to thank the Board of Commissioners and Chief PARKER once again for this amazing opportunity here at Aldine Fire & Rescue.

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

No action. Item tabled.

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

No action. Item tabled.

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

No action. Item tabled.

22. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE § 551.071 TO CONSULT WITH LEGAL COUNSEL REGARDING PENDING OR CONTEMPLATED LITIGATION, SETTLEMENT OFFERS OR ON MATTERS WHICH REQUIRE CONFIDENTIALITY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS AND TAX CODE § 323.3022 TO DISCUSS SALE TAXES MATTERS:

No action. Item tabled.

23. 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 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 June 2020.

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

No action. Item tabled.

25. ANNOUNCEMENTS:

No announcements.

26. 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 12:20 pm.