

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, July 15th, 2020 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:42 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, Rick REEG, Joe LEGGETT, Robert HOLLEY, with Aldine Fire & Rescue, Ricardo MARTINEZ with Martinez Architects, Brad DILL B&D Realty Advisors, and Adam TABAK District Council with Coveler and Peeler.

4. TO RECEIVE PUBLIC COMMENT:

No public comment.

5. TO APPROVE THE MINUTES OF PRIOR MEETINGS:

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

6. TO RECEIVE THE TREASURER'S REPORT:

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

Chase Checking Account Balance: \$306,242.72

Chasing Saving Account- Property Tax: \$267,287.57

Chase Grant Account: \$156,265.14

Texas Class Account-Real Estate- \$4,004,110.39

Texas Class Account-Reserve: \$14,742,965.29

Wells Fargo-Sales Tax Collections balance: \$408,950.45

Wells Fargo Account-Station #11 Construction balance: \$165,333.83

Prosperity Account-Billing Funds balance: \$204,050.99

Total in all accounts of \$20,255,206.38

Tax Collections collected year to date: \$3,168,123.57

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 July 2020.

7. 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.

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

Brad DILL updated the board on the survey for the property site for the Administrative Building, including topography shots on the property. DILL informed the board that the Baseline Corporation has completed their preliminary boundary survey of the 2.74-acre tract and are completing their topographic survey of the property. Brad Dill provided an estimate cost to the board for the new boundary survey of the 2.74-arces tract for the amount of \$596,772.00. (View attachment)

9. 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 PRDERS, PERMITS, ENGAGING ARCHITECTS OR ENGINEERS, AND SELECTION OF GENERAL CONTACTORS FOR DISTRICT CONSTRUCTION PROJECTS:

Ricardo MARTINEZ from Martinez Architects presented the board a brief monthly description of the following projects: Station 11, Station 41 Station 21, and the Administrative Building. (View attachment)

10. TO REVIEW AND TAKE ACTION ON 2021 BUDGET AND 2020 TAX RATE ADOPTION PLANNING, INCLUDING REVIEW OF TRUTH IN TAXATION PROCEDURES AND DESIGNATION OF OFFICALS TO CALCULATE TAX RATES AND PROVIDE TAX RATE INFORMATION TO THE BOARD:

District Council TABAK informed the board that the new tax rate is only requiring one public hearing compared to last year where there were 2 public hearing required.

Motion by Commissioner GARCIA and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to designate District Treasurer Commissioner SPILMAN to calculate tax rate and provide tax rate information with the assistance of Coveler and Peeler.

11.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:

Chief PARKER informed the board that there have been 2 employees who tested positive for COVID-19, both employees have gone through the process of quarantine and are back to working their regular shirts.

12. 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 2020 presented by Chief PARKER; total responses: 150, total numbers of apparatus responding: 178, total In-District on scene calls: 108, mutual aid: 17, mutual aid received: 01, calls year to date: 1075, total training hours: 598.

Chief PARKER informed the board that Engine 41 will be in service in about 2 weeks. Chief PARKER also mentioned to the board that he has been in contact with Mike ROBERTS from ievolve Technology for a quote on how much would it be for a new projector and 2 TVs for the Training room.

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 June 2020.

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

No action. Item tabled.

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

No action. Item tabled.

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

Office Manager CARRIER wanted to present the board the idea of postponing the Annual Banquet to February 27th, 2021, for the safety of all employees and family.

SANTIAGO informed the board that she has been contacting many news channel media to attend the Groundbreaking Ceremony of Station 41, SANTIAGO also mentioned she has booked a photographer for the event.

Chief LEGGET wanted to thank Engine-11 and Quint- 31 for all their hard work on a mutual aid fire with Westfield Volunteer Fire Department. Chief LEGGETT inform the board that the firefighters were able to rescue a total of 4 dogs from the fire.

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

No action. Item tabled.

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

No action. Item tabled.

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

No action. Item tabled.

Closed session began at 12:41 pm

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

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

21. 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 TAXS MATTERS:

Open session resumed at 12:50pm

22. 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 July 2020.

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

No action. Item tabled.

24. ANNOUNCEMENTS:

Commissioner LOYD wanted to take the time and wish Chief PARKER a Happy early Birthday.

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 12:57 pm.