

## 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, October 21<sup>st</sup>, 2020 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:28 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, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Arthur NAVARRO, Joe LEGGETT, Robert MATHEWS, 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:

Office Manager Aamanda Carrier informed the district that professional pictures will be scheduled in December for the District's Website.

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

Motion by Commissioner GARCIA and seconded by GOMEZ 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 September 2020:

Chase Checking Account Balance: \$272,196.07

Chasing Saving Account- Property Tax: \$113,711.52

Chase Grant Account: \$156,265.14

Texas Class Account-Real Estate- \$2,028,144,13

Texas Class Account-Reserve: \$12,979,349.62

Wells Fargo-Sales Tax Collections balance: \$391,340.88

Wells Fargo Account-Station #11 Construction balance: \$100,564.37

Prosperity Account-Billing Funds balance: \$213,062.62

Total in all accounts: \$16,254,634.35

Tax Collections collected year to date: \$4,209,516.84

Motion by Commissioner GOMEZ and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to accept the treasure's report for the month of October 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 presented the board a monthly report with all due diligence items regarding the Administrative Building. Brad DILL discussed the Mud meetings and the approval of the abandonment of easement to be removed and relocated in the sum of \$2,700.00 (View attachment).

Motion by Commissioner ROBINSON and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to give Brad DILL the authority for the removal and relocation of easement for the sum of \$2,700.00.

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

Ricardo MARTINEZ from Martinez Architects presented the board a monthly update of the following projects: Station 11, Station 41 Station 21, and the Administrative Building. Brad DILL assists with the plotting plans for Station 21. (View attachment)

10. 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.

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 PERVIOUS MONTH:

Report for the month of September 2020 presented by Chief PARKER; total responses: 143, total numbers of apparatus responding: 192, total In-District on scene calls: 105, mutual aid: 15, mutual aid received: 02, calls year to date: 1552, total training hours: 982.

Chief PARKER mentioned Chaplin's Gala fundraiser on November 14<sup>th</sup> and invited members of the district to attend.

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

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

Chief PARKER presented the following purchase orders:

MACRO AIR

Amount: \$7792.90  
Station 21 HVLS fan

Motion by Commissioner ROBINSON and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the fan for Station 21 in the amount of \$7,792.90.

SCOTT EQUIPMENT INC  
Amount \$10,826.00  
Washer and Dryer for Station 11

Motion by Commissioner ROBINSON and seconded by Commissioner GARCOA and approved with a vote of 5 to 0 to approve the washer and dryer for Station 11 in the amount of \$10,826.00

CALDWELL COUNTY CHEVROLET  
Amount \$35,380.00  
2021 Chevrolet Tahoe for D31

Motion by Commissioner GOMEZ and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the 2021 Chevrolet Tahoe for D31 in the amount of \$35,380

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

No action. Item tabled.

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

No action. Item tabled.

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

No action. Item tabled.

**Closed session began at 12:18 pm**

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

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

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

20. 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 TAX MATTERS:

**Open session resumed at 12:44pm**

Motion by Commissioner GARCIA and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the increase of TCDRS in the amount discussed in close session.

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the increase retention benefit by 40% as discussed in close session.

**Commissioner LOYD opened item # 17**

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

Motion by Commissioner ROBINSON and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve to salvage of the iPads in the amount of \$60.00 each.

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 October 2020.

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

No action. Item tabled.

**Commissioner LOYD opened item # 12**

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

Chief PARKER presented the following old Seagraves antic vehicle and pictures were presented.

No action. Item tabled.

23. ANNOUNCEMENTS:

Happy Birthday to Commissioner Loretta Robinson and Commissioner Maria GOMEZ.

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 1:04pm.**