

## 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 a regular session open to the public, at Aldine Fire & Rescue Station 31 on Thursday, December 17<sup>th</sup>,2020 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:23 am and all of said persons were present: Commissioner Loretta ROBINSON, Commissioner Eva GARCIA, and Commissioner Maria GOMEZ.

Also, present were Fire Chief Dave PARKER, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Arthur NAVARRO, Rick REEG, Robert HOLLEY, Michael SNEATH, Isaac RAMIREZ, Johnny DIXON, Jesus SOTELO, Ryan LOCKWOOD, Daniel MICHIE, and Andy PEREZ with Aldine Fire & Rescue, Jonathan GOLDEN with JLG Photography, Kendra SANTA with Flintco, Justin MYERS with Martinez Architects, Brad DILL BD Realty Advisors, and Adam TABAK District Council, Ira COVELER Attorney with Coveler & Peeler.

#### 4. TO RECEIVE PUBLIC COMMENT:

Commissioner GOMEZ wanted to take a moment and thank Flintco for such a great event at the Topping Off Ceremony for Station 41.

Commissioner ROBINSON wanted to thank everyone that contacted her regarding her health while she was out.

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

Motion by Commissioner GARCIA and seconded by GOMEZ and approved with a vote 4 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 December 2020:

Chase Checking Account Balance: \$24,803.52

Chasing Saving Account- Property Tax: \$65,216.33

Chase Grant Account: \$156,265.14

Texas Class Account-Real Estate- \$873,113.74

Texas Class Account-Reserve: \$12,020,630.50

Wells Fargo-Sales Tax Collections balance: \$408,058.85

Wells Fargo Account-Station #11 Construction balance: \$14,746.99

Prosperity Account-Billing Funds balance: \$224,391.38

Total in all accounts: \$13,787,226.45

Tax Collections collected year to date: \$4,974,885.56

Motion by Commissioner GOMEZ and seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to accept the treasure's report for the month of December 2020.

7. TO PAY DISTRICT'S BILL:

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to pay Districts bills.

8. 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:

Brad DILL presented the board a monthly report with the status of the following projects: Administration Building and Station 21. (View attachment)

Justin MYERS 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)

Kendra SANTA from Flintco updated the board the latest updates for Station 41 and futures construction plans for the weeks to follow; SANTA listed the following: Building structure completed, roof currently being installed, plumbing, electricity, and exterior framing will be worked on for the upcoming weeks.

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to pay Application No. 6 to Flintco for Station 41, amount not to exceed \$388,397.43

9. 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 on how the health officials are proceeding with the COVID-19 Vaccine distribution; Chief PARKER will continue to update the District as more information is provided. No action, item tabled.

10. 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 November 2020 presented by Chief PARKER; total responses: 149, total numbers of apparatus responding: 187, total In-District on-scene calls: 89, mutual aid: 22, mutual aid received: 06, calls year to date: 1939, total training hours: 551.

Chief PARKER informed the board that the Mutual Aid training program graduation would be held on December 18<sup>th</sup>,2020, the District would have two current volunteers graduating: Johnathan GRACIDA and Julio PADILLA. Chief PARKER also mentioned that Volunteer Darrin WASHINGTON is currently with Cypress Creek EMS completing his EMT course.

Motion by Commissioner GARCIA and seconded by Commissioner GOMEZ and approved with a vote of 4 to 0 to approve the chief's report for the month of November 2020.

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

No action; item tabled.

12. TO REVIEW, DISCUSS, AND TAKE ACTION ON MATTERS RELATED TO THE LEASE-PURCHASE AGREEMENT BETWEEN THE DISTRICT AND PIERCE MANUFACTURING, INC:

No action, item tabled.

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:

Community Liaison SANTIAGO informed the board of the upcoming launching of the District profile page on the Ring Neighbors app in January 2021. SANTIAGO mentioned to the board that she is currently working on partnering with the Nextdoor app to improve all interactions with the community.

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

Chief PARKER presented the board with the following training request:

1. Second in Command Workshop

Attendees: District Chiefs Joe LEGGETT, Rick REEG, Arthur NAVARRO

Dates: January 18<sup>th</sup>- January 20<sup>th</sup>, 2021

Amount: \$3,016.14

Motion by Commissioner ROBINSON, and seconded by Commissioner GOMEZ and approved with a vote of 4 to 0 to approve the requested training for District Chief Joe LEGGETT, Rick REEG, Arthur NAVARRO to attend the Second in Command Workshop, amount not to exceed \$3,016.14.

**Closed session began at 12:08 pm**

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

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

18. TO REVIEW, DISCUSS AND TAKE ACTION ON THE ENCROACHMENT BY AN ADJOINING LAND OWNER ONTO THE DISTRICTS REAL PROPERTY:

19. TO REVIEW, DISCUSS AND TAKE ACTION ON THE MODIFICATION OF EASEMENTS AFFECTING THE DISTRICTS REAL PROPERTY:

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

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

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

23. 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 1:15 pm**

24. 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 GARCIA, seconded by Commissioner ROBINSON with a vote of 4 to 0 to approve compensation for Commissioner SPILMAN, Commissioner GARCIA, Commissioner ROBINSON, Commissioner GOMEZ and Commissioner LOYD for the month of December 2020.

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

No action, item tabled.

26. ANNOUNCEMENTS:

No announcements.

27. ADJOURNMENT:

Commissioner ROBINSON moved for adjournment; Seconded by Commissioner GOMEZ with a vote of 4 to 0 to adjourn the meeting.

**The meeting adjourned at 1:17 pm.**