

MINUTES

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24

Aldine Fire & Rescue

20440 Imperial Valley Drive

Houston, TX. 77073

281-951-3700 Phone

713-951-3715 Fax

The Harris County Emergency Services District No.24 met in a regular session open to the public, at Aldine Fire & Rescue Station 31 on Wednesday, April 21st, 2021 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:21 am and all of said persons were present: Commissioner Lee SPILMAN, Commissioner Loretta ROBINSON, Commissioner Eva GARCIA, and Commissioner Maria GOMEZ.

Also, present were Fire Chief Dave PARKER, Amanda CARRIER Office Manager, Francheska SANTIAGO Community Liaison, Rick REEG, Art NAVARRO, Robert MATHEWS, Robert HOLLEY with Aldine Fire & Rescue, Brad DILL with B&D Realty Advisors, Ricardo MARTINEZ with Martinez Architects and Ira COVELER Attorney with Coveler & Peeler.

3. TO RECEIVE PUBLIC COMMENT:

Commissioner GARCIA wished the administrative employees a Happy Administrative Professional Day.

Commissioner ROBINSON thanked the administrative employees and presented an award and recognition to the following employees: Rick REEG, Arthur NAVARRO, Joe LEGGETT, Robert HOLLEY, and Robert MATHEWS.

4. TO APPROVE THE MINUTES OF PRIOR MEETINGS:

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

5. TO RECEIVE THE TREASURER'S REPORT:

Aamanda CARRIER presented the Treasure's report as of April 2021:

Chase Checking Account Balance: \$296,647.52

Chasing Saving Account- Property Tax: \$269,088.57

Chase Grant Account: \$156,265.14

Texas Class Account-Real Estate- \$64.03

Texas Class Account-Reserve: \$15,105.862.96

Wells Fargo-Sales Tax Collections balance: \$413,875.69

Wells Fargo Account- Station Construction balance: \$22,054.86

Prosperity Account-Billing Funds balance: \$232,383.65

Total in all accounts: \$16,496,242.42

Tax Collections collected year to date: \$1,424,484.31

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 April 2021.

6. TO PAY DISTRICT BILLS:

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

7. TO REVIEW AND TAKE ACTION ON GRANTING EXEMPTIONS FOR 2021:

Ira COVELER presented the board the granting exemptions for 2021.

Motion by Commissioner SPILMAN, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to make no changes for the exemptions for 2021.

8. RECEIVE A REPORT FROM BRAD DILL REGARDING PROPERTIES BEING DEVELOPED BY THE DISTRICT AND TO REVIEW, DISCUSS, AND TAKE ACTION ON RELATED MATTERS:

Brad DILL presented the board a monthly report with the status of the following projects: Administration Building and Station 21. (View attachment) Brad Dill thanked Commissioner LOYD and Commissioner SPILMAN for taking the time out of his day to view Station 21.

Motion by Commissioner SPILMAN, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve and move forward with paying off the Surplus fund in the amount of \$8,678.41 to Dr. Guniganti.

9. TO RECEIVE A REPORT FROM RICARDO MARTINEZ OF MARTINEZ ARCHITECTS AND TAKE ACTION ON DISTRICT CONSTRUCTION MATTERS, INCLUDING THE APPROVAL OF ANY PAY APPLICATIONS OR CHANGE ORDERS:

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. MARTINEZ also presented the board a Bidders list from all the contractors that submitted a proposal for the construction of the ESD #24 Administration building. (View attachment)

No action, item tabled.

10. TO REVIEW AND TAKE ACTION ON MATTERS RELATED TO COVID-19:

No action, item tabled.

11. TO RECEIVE CHIEF PARKER'S REPORT REGARDING FIRE OPERATIONS, RESCUE ACTIVITIES, AND PERSONNEL TRAINING SESSIONS DURING THE PREVIOUS MONTH:

Report for the month of April 2021 presented by Chief PARKER; total responses: 169, mutual aid: 26, mutual aid received: 09, calls year to date: 747, total training hours: 496.

Chief PARKER informed the board that the district will be having promotional exams on April 28th and 29th for the Engine Operator positions. The District will be offering Kevin WHITE a full-time employment with the District as a Captain in May 29th, 2021. Chief PARKER also informed the board that the district hired 2 new full-time firefighters: Robert Anderson and Mande Douhou. Chief PARKER mentioned to the board that Quint-41 has arrived and is currently being worked on inhouse to be placed in service.

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the chief's report for the month of April 2021.

12. TO REVIEW, DISCUSS, AND TAKE ACTION ON THE DISTRICT'S BUDGET:

Chief PARKER requested to increase the budgeted amount for the projected cost for the Administrative building.

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the modification to the Administrative building allowance in the Districts 2021 budget.

13. TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING A LEASE AGREEMENT WITH HARRIS COUNTY EMERGENCY CORP:

Ira COVELER prepared and presented the board the lease with Harris County Emergency Corps. COVELER stated that Harris County Emergency Corps is responsible for any negligence or damage. (View attachment)

Motion by Commissioner GARCIA and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to accept the lease agreement with Harris County Emergency Corps.

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

Chief PARKER presented the following requisitions:

1. Vendor: Delta Industry Service & Supply
Item: AMKUS Rescue Tool/ NextGen Cutter & Spreader
Quantity: 1
Price: \$22,679.98
2. Vendor: Delta Industry Service & Supply
Item: AMKUS Rescue Tool/ NextGen Cutter & Spreader
Quantity: 2
Price: \$45,360.00
3. Vendor: Metro Fire
Item: SCBA Air pack Bottles- 4500 PSI
Quantity: 30
Price: \$27,990.00
4. Vendor: Sheriffs Association of Texas
Item: 2021Tahoe SSV

Quantity: 1

Price: \$42,529.14

5. Vendor: Sheriffs Association of Texas

Item: 2021Tahoe SSV

Quantity: 1

Price: \$47,612.28

Motion by Commissioner ROBINSON and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve all presented purchase orders presented by Chief PARKER.

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

Community Liaison SANTIAGO presented the board the following upcoming events:

1. Bike Safety Event

Date: May 11th, 2021

2. PR- Nimitz High School

Date: May 12th, 2021

Time: 4pm-6pm

No action, item tabled.

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

No action; item tabled

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

Chief PARKER presented to the board appliances left in old Station 11. (view attachment)

Motion by Commissioner ROBINSON and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to dispose of the schedule items as salvage property having no value.

Closed session began at 1:12 pm

18. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE § 551.071 TO CONSULT WITH LEGAL COUNSEL:

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

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

Open session resumed at 2:08 pm

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

Motion by Commissioner GARCIA and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the discussion made in closed session.

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

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 GOMEZ 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 April 2021.

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

Commissioner LOYD requested to add a line item for the upcoming Bill Pay meeting: to select a contractor for the construction of the ESD # 24 Administrative building.

25. ANNOUNCEMENTS BY THE BOARD OR DEPARTMENT:

No announcements.

26. 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 2:11 pm.