

MINUTES
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24
Aldine Fire & Rescue
20440 Imperial Valley Drive
Houston, TX. 77073
281-951-3700 Phone
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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, August 9, 2017 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:20am and all of said persons were present: Commissioner Loretta ROBINSON and Commissioner Eva GARCIA. and Commissioner Lee SPILMAN.

Also present was Fire Chief-Jackie METCALFE, Assistant Chief Ed VENEGAS, Aamanda CARRIER- Office Manager and Michelle GUERRERO- Administrative assistant, Francheska SANTIAGO, Joe LEGGETT and Timothy MEAZELL with Aldine Fire & Rescue. Adam TABAK- Lawyer with COVELER and PEELER, Katherine PALUMBO and Ray HOLIDAY with BRW architects.

Pledge of Allegiance.

4. TO REVIEW, DISCUSS AND TAKE ACTION TO REVIEW THE MINUTES OF PRIOR MEETINGS:

Motion made by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to approve the minutes from the meetings July 12, 2017 and July 25, 2017.

Item # 20 opened

20. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE REMODEL OR CONTRUCTION OF STATION NO. 11:

Ray HOLIDAY presented two schemes for station 11, one based off of station 21 and one additional option (see attached). HOLIDAY also stated that there is an abandoned easement that divides the property and he recommends getting signatures from everyone that also shares that easement. Chief METCALFE to work on getting the easement paperwork signed.

Asst. Chief VENEGAS stated that the building committee likes option 1 or option 2 of the plans.

HOLIDAY stated the next step in the process is to get a contract together with BRW architects so that the building process can begin, the proposal will be sent over and reviewed by Districts counsel.

Motion made by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to pursue the release of the easement abandonment to the property owners found in the feasibility study for Station #11.

5. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE CHIEFS REPORT INCLUDING FIRE SUPPRESSION, RESCUE:

Chief METCALFE informed the board of issues pertaining to emergency reporting, the report will be reviewed at the next meeting.

6. TO REVIEW, DISCUSS, AND TAKE ACTION TO PAY BILLS:

Motion by Commissioner SPILMAN; seconded by Commissioner ROBINSON with a vote of 3 to 0 to approve the payment of the bills presented for the Month of August 2017.

7. TO RECEIVE THE DISTRICT'S TREASURE'S REPORT:

Office Manager CARRIER presented the treasure's report for the month of August 2017: Chase Checking Account Balance: \$163,841.22 Chase Tax Funds Balance: \$7,278,805.07, Wells Fargo Account-Station #21 Construction balance: \$91,966.44, Wells Fargo-Sales Tax Collections balance: \$2,001,828.38, Prosperity Account-Billing Funds balance: \$146,045.21 with a total in all accounts of \$9,682,486.32. Motion made by Commissioner GARCIA; seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to accept the treasures report for the month of August 2017.

8. TO REVIEW AND DISCUSS APPRAISIAL VALUES OF THE DISTRICT AND AUTHORIZE COUNSEL TO PREPARE AND PUBLISH EFFECTIVE TAX RATE:

No action taken, item tabled.

9. TO REVIEW AND TAKE ACTION ON 2017 APPRAISIAL VALUATIONS AND COMMENCEMENT OF ADOPTION OF 2017 TAX RATE, INCLUDING REVIEW OF 2017 EFFECTIVE TAX RATE CALCULATIONS, AND SCHEDULING ANY NECESSARY PUBLIC HEARINGS TO ADOPT DISTRICT 2017 TAX RATE:

No action taken, item tabled.

10. TO REVIEW, DISCUSS AND TAKE ACTION TO DISTRICT 2017 BUDGET:

No action taken, item tabled.

11. TO REVIEW, DISCUSS AND TAKE ACTION TO DISTRICT 2018 BUDGET:

No action taken, item tabled.

12. TO PROPOSE THE DISTRICT 2017 TAX RATE:

No action taken, item tabled.

13. TO REVIEW, DISCUSS AND TAKE ACTION ON DOCUMENTS AND SUBMITTALS REQUESTED OR PRESENTED BY BRW ARCHITECTS OR LDF CONSTRUCTION RELATED TO THE STATION 21 CONSTRUCTION PROJECT:

Chief METCALFE stated there was a punch list that still needed to be complete pertaining to the project of Station 21 and the retainage would not be released until these items were complete. BRW will get with LDF construction to follow-up on the open punch list.

No action taken.

14. TO REVIEW, DISCUSS AND TAKE ACTION ON ADDITIONAL TRAINING NEEDED OR REQUIRED OF COMMAND STAFF OR OTHER DISTRICT PERSONNEL:

No action taken, item tabled.

15. TO REVIEW, DISCUSS AND TAKE ACTION ON REQUESTS FROM THE DEPARTMENT AND ADMINISTRATIVE STAFF FOR PURCHASE OF EQUIPMENT, SUPPLIES, AND OTHER NECESSARY BUDGETARY ACQUISITIONS:

No action taken, item tabled.

16. TO REVIEW, DISCUSS AND TAKE ACTION ON REQUESTS FROM THE DEPARTMENT FOR THE PURCHASE OF NEW OR ADDITIONAL FIRE APPARATUS OF VEHICLES:

No action taken, item tabled.

17. TO REVIEW, DISCUSS AND TAKE ACTION ON REPAIR, MAINTENANCE, IMPROVEMENTS AND UPKEEP OF THE DISTRICTS REAL PROPERTY:

No action taken, item tabled.

18. TO REVIEW, DISCUSS AND TAKE ACTION ON SERVICE CONTRACTS FOR THE REPAIR AND MAINENEANCE OF THE STATION'S GENERATORS:

No action taken, item tabled.

19. TO REVIEW, DISCUSS AND TAKE ACTION ON ANY COMMITTEE REPORTS, FINDINGS OR RECOMMENDATIONS RELATED TO THE REMODEL OF STATION 11:

No action taken, item tabled.

20. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE REMODEL OR CONTRUCTION OF STATION NO. 11:

Item taken up on page 1-2.

21. TO REVIEW, DISCUSS AND TAKE ACTION FOR THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS LOCAL GOVERNMENT CODE § 775.251:

No action taken, item tabled.

22. TO REVIEW, DISCUSS AND TAKE ACTION ON HIRING, RETENTION AND DISCIPLINE OF DISTRICT EMPLOYEES:

No action taken, item tabled.

23. CLOSED SESSION

Closed session at 12:17pm

Open Session at 1:44pm

OPEN SESSION:

24. TO REVIEW AND TAKE ACTION ON PERSONNEL OR REAL ESTATE MATTERS FOR THE DISTRICT:

Motion made by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to approve the Chief's recommendation for the Office managers pay increase.

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 for Chief METCALFE to develop a new schedule of compensation for Full-time Firefighters.

25 .TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS RECEIVED FROM THE DISTRICT COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH AND SAFETY CODE SECTION §775.038:

Motion made by Commissioner SPILMAN, second by Commissioner ROBINSON with a vote of 4 to 0 to approve compensation of \$250.00 for Commissioner SPILMAN, Commissioner GARCIA, Commissioner ROBINSON and Commissioner LOYD for the month of August 2017.

26. TO DISCUSS ANY NEW ITEMS WHICH NEED TO BE ON THE AGENDA FOR THE SUBSEQUENT DISTRICT MEETING:

No new items to present.

27. TO REVIEW, DISCUSS AND TAKE ACTION TO SCHEDULE THE REGULAR BUSINESS MEETING DATE AND TIME FOR JULY 2017:

Scheduled Meetings:

BILL PAY MEETING: September 6, 2017

REGULAR BUSINESS MEETING: September 20, 2017

28. TO RECEIVE ANY PUBLIC COMMENT:

Adam TABAK stated that the legislation is still in committee pertaining to new carv-outs for district elections, as of the now the cap would be \$50 million dollars and it would not affect this district if the law went into effect.

29. ANNOUNCEMENTS:

Happy birthday was given to Commissioner GARCIA and Commissioner LOYD.

30. ADJOURNMENT:

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

The meeting adjourned at 1:59pm.