

MINUTES OF JULY 28, 2018 MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

A special meeting was duly called of Harris County Emergency Services District No. 48, which was held at the District Administrative Building located at 21201 Morton Road, Katy, Texas 77449 on Saturday, July 28, 2018.

CALL MEETING TO ORDER AND ESTABLISH A QUORUM.

The meeting was called to order at 8:04 a.m. by **Marshall Kramer**, President, who announced that a quorum was present. Those Commissioners present were:

Marshall Kramer	Present
Sam Henderson	Present
Bret Fossum	Present (Departed from the meeting at 4:00 p.m.)
Russell Solomon	Present
Michael Fleming	Present

Also present at the meeting were Fire Chief and Emergency Management Director, Jeff Hevey, Assistant Chief of Operations, Les Fulgham, Division Chief of Logistics, Ray Sidwell, Office Manager, Walla Mourad, EMS Battalion Chief, Jonel Sawyer, Training Captain, Vincent Moreno, and Lieutenant, Greg Monroe. Also present were, Hieu Hart with Jacobs, Ricardo Martinez and Justin Myers with Martinez Architects, Don Greer and Doug Edney with Brinkley Sargent Wiginton Architects, Ray Holiday, Daniel Pesek, Jennifer Bettiol, Lisa Andel and Peri Sutton with Brown Reynolds Watford Architects.

TO CONDUCT INTERVIEWS WITH ARCHITECTS FOR THE DESIGN OF A NEW DISTRICT FIRE STATION.

Martinez Architects began their interview presentation at 8:04 a.m. Project Manager and Principal Architect, Ricardo Martinez and Project Designer, Justin Myers discussed their plans for HCESD No. 48 Station 1. They provided site plan concepts as part of their presentation. Martinez Architects concluded their presentation at 9:51 a.m.

TO REVIEW, DISCUSS, AND TAKE ACTION ON THE DISTRICT'S 2017 AUDIT.

At 10:23 a.m., the Board moved to the Audit item of the agenda. Following a discussion of the 2017 Audit, a motion was made by Mr. **Henderson** to accept the District's 2017 Audit. Mr. **Solomon** seconded the motion. The motion passed 5 to 0.

The Board took a break from the architects interviews and ate lunch.

The Board next resumed conducting interviews with architects for the design of a new District fire station at 12:34 p.m.

At this point in time, Brinkley Sargent Wiginton Architects began their interview presentation. Principal in charge and point of contact, Don Greer and Project Manager, Doug Edney (also on their team but not present, Project Architect, Cathy Mukasa-Magoye) discussed

HCESD No. 48 Station 1. Brinkley Sargent Wiginton Architects concluded their presentation at 2:20 p.m.

The Board took a break from the architects interviews and next resumed the process at 3:24 p.m.

Brown Reynolds Watford Architects began their interview presentation at this time. Principal, Ray Holliday, Senior Associates, Daniel Pesek and Jennifer Bettiol, and Associates, Lisa Andel and Peri Sutton discussed their presentation for Station 1. Brown Reynolds Watford Architects concluded their presentation at 5:15 p.m.

TO REVIEW, DISCUSS, AND TAKE ACTION ON SELECTION OF AN ARCHITECT FOR THE DISTRICT.

The Board reviewed and discussed the three (3) potential architectural firms for the District:

- 1) Martinez Architects
- 2) Brinkley Sargent Wiginton Architects
- 3) Brown Reynolds Watford Architects

After an extensive discussion, Mr. **Solomon** made a motion to engage Martinez Architects as the District architect for new Station 1. Mr. **Fleming** seconded the motion. The motion passed 4 to 0 (Mr. Fossum left the meeting at 4:00 p.m.).

ADJOURNMENT.

Mr. **Henderson** made a motion to adjourn the meeting. Mr. **Solomon** seconded the motion. The motion passed 4 to 0. The meeting adjourned at 6:20 p.m.