

MINUTES OF APRIL 6, 2022, MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

A meeting was duly called of Harris County Emergency Services District No. 48, held at the District Administration Building located at 21201 Morton Road, Katy, Texas 77449, on Wednesday, April 6, 2022.

CALL MEETING TO ORDER AND ESTABLISH A QUORUM.

The meeting was called to order at 5:00 p.m. by **Bret Fossum**, Board President, who announced that a quorum was present. Those Commissioners present were:

Marshall Kramer	Present
Sam Henderson	Present
Bret Fossum	Present
Russell Solomon	Present
Michael Fleming	Present

Also present at the meeting were District Fire Chief George McAteer, Assistant Chief of Fire, Mark Donovan, Assistant Chief of EMS, Eric Bank, Assistant Chief of Administration, Ray Sidwell, Division Chief of Logistics, Machel Richter, Business Manager, Walla Almasri, and Office Manager, Jackie Harvey. Also present were District Counsel Ira Coveler and RaChele Parker with RIT Management.

TO RECEIVE PUBLIC COMMENT.

Mr. Kent Clingerman, Community Aide for Harris County Precinct No. 4 discussed Porter Road. Mr. Clingerman stated that Porter Road is currently on the design phase as of now and would like to invite HCESD No. 48 on what plans they foresee with Porter Road and to keep the lines of communication open.

TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING MATTERS RELATED TO THE RENOVATION OF STATION 4.

Design Activities:

- MA finalizing construction documents.
 - Including meeting 3/16/2022 requests and updates from walkthrough.
- LTY to coordinate with Martinez.
- Geotechnical results should be considered. (Recommended to allocate funding for the repair as an add alternate at the time of bid so that we do not incur a large change order (above competitive pricing). Mr. Martinez has another concern about extending the scope of work into the fifty (50) foot property line extension.)

Anticipated Activities:

- Updated drawing set upcoming.

Contract:

- Schedule updates due to alterations.
- Civil Engineering- required for the removal of the site pavement and design of proposed panels; coordinating permit.
- MEP Engineering- revisions to incorporate the added scope of work, including HVAC replacement and electrical revisions. Additional service fee \$11,000.00.
- If required or requested by the District at a later date:
 - Surveying-required to validate the placement of the existing site development and property easement. Additional service fee \$4,000.00.

Mr. Coveler discussed the following paperwork that was found regarding Station 4.

TO PAY THE DISTRICT'S INVOICES AND EXPENSES INCLUDING THE APPROVAL OF ANY ACH PAYMENTS.

Mrs. Harvey presented the Board with the District bills. The Board reviewed and discussed the District bills.

Mr. **Henderson** made a motion to approve the District bills related to expenses incurred by the District since the previous meeting for \$506,658.30. Mr. **Solomon** seconded the motion. Chairman **Fossum** next called for a vote and the motion passed by a vote of 5 to 0.

TO REVIEW AND DISCUSS THE DISTRICT'S BUDGET(S) AND TAKE ANY NECESSARY ACTION RELATED TO THE REVIEW.

Item tabled.

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

The Board entered closed session at 5:15 p.m., to consult with legal counsel. The Board adjourned from closed session at 6:14 p.m.

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

The Board did not enter closed session regarding any real estate matters.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.074 TO DISCUSS PERSONNEL MATTERS.

The Board did not enter closed session regarding any personnel matters.

TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING ANY PERSONNEL MATTERS.

The Board took no action regarding any personnel matters following closed session

TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING DISTRICT REAL ESTATE MATTERS.

The Board took no action regarding any real estate matters following closed session

ADJOURNMENT.

There being no further business brought before the Board nor any further public comment, Mr. **Henderson** made a Motion to adjourn the meeting at 6:15 p.m. Mr. **Solomon** seconded the motion. Chairman **Fossum** next called for a vote and the motion passed by a vote of 5 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on May 18, 2022.



Russell Solomon
District Secretary