

FEBRUARY 2, 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, February 2, 2022.

CALL MEETING TO ORDER AND ESTABLISH A QUORUM.

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

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

Also present at the meeting were District Fire Chief George McAteer, Assistant Chief of Fire, Mark Donovan, Assistant Chief of Administration, Ray Sidwell, Chief of Logistics, Mabelle Richter, Business Manager Walla Almasri, and Assistant Office Manager Robin Brian. Also, present Ira Coveler, the District's legal counsel with the law firm of Coveler & Peeler, Human Resources, RaChele Parker with RIT Management, Ricardo Martinez with Martinez Architects.

TO RECEIVE PUBLIC COMMENT.

No public comment was made.

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

Mr. Martinez with Martinez Architects presented the Board with a plaque; Station 1 was in Firehouse Magazine. Mr. Martinez gave his report on the renovations of Station 4.

Design Activities:

- MA finalizing construction documents.
 - Finalizing construction documents.
 - Coordinating additional scope of work with LTY.
 - LTY was out on-site on Tuesday (2-01-2022) to walk the additional scope again.
 - Replacement of paving due to failed subgrade.
- Coordinating with the county for permitting process (issue/review as a small project).
- Additional duplex outlets to be added to service new exercise equipment's location and added fans and electronics (Rooms 220 and 221).

Anticipated Activities:

- Finalize construction documents 2/11/22
- Issue for permitting 2/16/22

Contract:

- (Previous) MA coordinating with Geotechnical Engineer and Civil Engineer for additional scope work.
 - Anticipated Fees:
 - Geotechnical: \$3,500.00
 - Civil: \$5,300.00
 - Permitting \$2,400.00 (Harris County Flood Control District).
 - Construction Administration: \$2,500.00
 - Total Fees for Civic Scope of Work: \$13,700.00

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

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

Mr. **Fleming** made a motion to approve the District bills related to expenses incurred by the District since the previous meeting for \$376,758.81. Mr. **Kramer** seconded the motion. Chairman **Fossum** next called for a vote and the motion passed by a vote of 3 to 0.

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

Item tabled.

TO REVIEW, DISCUSS, AND TAKE ACTION RELATED TO THE LEASE OR PURCHASE OF A 2022 PIERCE ENFORCER 107' AERIAL LADDER QUINT TRUCK AND TWO (2) 2022 PIERCE CUSTOM ARROW PUMPER TRUCKS. TO REVIEW, DISCUSS, AND TAKE ACTION RELATED TO SELECTING A LENDER TO PROVIDE FINANCING FOR ACQUIRING A 2022 PIERCE ENFORCER 107' AERIAL LADDER QUINT TRUCK AND TWO (2) 2022 PIERCE CUSTOM ARROW PUMPER TRUCKS.

Mr. Coveler discussed financing proposals to purchase one (1) Ladder Truck and two (2) Pumper Trucks.

Mr. **Kramer** made a motion to approve leasing of the vehicles with Community Leasing Option 2: Ten (10) year term with 1.97% interest rate, total cost \$3,311,742.90. Mr. **Fleming** seconded the motion. Chairman **Fossum** next called for a vote and the motion passed by a vote of 3 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION ON APPROVAL OF THE DISTRICT HANDBOOK.

Mr. **Fleming** made a motion to approve the District Handbook. Mr. **Kramer** seconded the motion. Chairman **Fossum** next called for a vote and the motion passed by a vote of 3 to 0.

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

The Board entered closed session at 5:44 p.m., to consult with legal counsel. The Board adjourned from closed session at 5:54 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.

The Board entered into Executive Session at 5:45 p.m. Mr. **Fleming** made a motion to adjourn the meeting at 5:55 p.m. Mr. **Kramer** seconded the motion. Chairman **Fossum** next called for a vote and the motion passed by a vote of 3 to 0.

ADJOURNMENT.

There being no further business brought before the Board nor any further public comment, Mr. **Kramer** made a motion to adjourn the meeting at 5:57 p.m. Mr. **Fleming** 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