

**MINUTES OF AUGUST 2, 2023, 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 August 2, 2023.

1. Call meeting to order by Chairman Sam Henderson roll call taken at 5:02 p.m.

Sam Henderson	President	Present
Russell Solomon	Vice President	Absent
Mike Fleming	Treasurer	Present
Scott Strait	Secretary	Present
Patti Creel	Assistant Secretary-Treasurer	Present

Also present:

George McAteer	Fire Chief
Mark Donovan	Assistant Chief of Operations
Ray Sidwell	Assistant Chief of Administration
Eric Bank	Assistant Chief of EMS
Machelle Richter	Chief of Logistics
Jackie Harvey	Office Manager
Robin Brian	Asst. Office Manager
David Manley	Legal Counsel

2. To receive public comment.

Maida Guillen was in attendance representing Commissioner Lesley Briones. She introduced herself and explained she was here to open communication and to see how their office can be of help.

3. To pay the District's invoices and expenses, including the approval of any ACH payments.

Robin Brian presented the District's invoices for \$333,555.06. for approval by the board. Commissioner Fleming made a motion to approve the District's bills related to expenses incurred by the District since the previous meeting for \$333,555.06. Commissioner Creel seconded the motion, and the motion passed 4 - 0.

4. To review, discuss and act on repair or acquisition of apparatus, equipment, technology and supplies.

Chief Donovan reported that the rescue boats are at Triad Marine being finalized. The booster is progressing. They are in the process of adding graphics and lights. Estimated four-week delivery. No action taken.

- 5. To review, discuss and take action to accept and approve the Proposal for Limited Design and Construction Administration Services from Martinez Architects in relation to the District's Fire Station No.3.**

Chief Richter presented the proposal for the Station 3 slab project. Martinez Architects will obtain the three bids and will conduct the inspections throughout the project. David Manley said the contract looked good. Commissioner Fleming made a motion for Martinez Architects to start the bidding process for the Station 3 slab project for the amount of \$7,500.00. Commissioner Creel seconded the motion. Motion passed 4 - 0.

- 6. To receive a status report on the training/District Fire Station No.6 project and take any necessary action regarding the report.**

Chief McAteer stated that he was following up tomorrow with the Architect he had spoken with about a preliminary layout for the Station 6 property. Discussion followed. No action taken.

- 7. To receive a report from Touchstone District Services regarding the District's community outreach plan and take necessary action related to same.**

Simon Van Dyke presented ideas for spreading the word about the upcoming election. Discussion followed. A contract was presented by Simon for Touchstone District Services. Commissioner Strait made a motion to engage Touchstone District Services pending legal review. Commissioner Creel seconded the motion. Motion passed 4 - 0.

- 8. To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar.**

No action

- 9. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**

No action.

- 10. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**

No action.

- 11. To review, discuss and act regarding items discussed in closed session.**

No action.

12. Adjournment.

Commissioner Fleming made a motion to adjourn. Commissioner Creel seconded the motion. Motion passed 4 - 0.

Meeting adjourned at 5:45 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on September 20, 2023.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By:



SCOTT STRAIT
Secretary of the Board