

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 October 4, 2023.

1. Call meeting to order by Chairman Sam Henderson roll call taken and a quorum established at 5:06 p.m.

Sam Henderson	President	Present
Russell Solomon	Vice President	Present
Mike Fleming	Treasurer	Present
Scott Strait	Secretary	Present
Patti Creel	Assistant Secretary-Treasurer	Present arrived at 5:42 p.m.

Also present:

George McAteer	Fire Chief
Mark Donovan	Assistant Chief of Operations
Ray Sidwell	Assistant Chief of Administration
Eric Bank	Assistant Chief of EMS
Jackie Harvey	Office Manager
Robin Brian	Asst. Office Manager
Ira Coveler	Coveler & Peeler
Ricardo Martinez	Martinez Architects
Jason Tharp	Battalion Chief of CRR/PIO

2. To receive public comment.

No public comment was made.

3. To review and act on the minutes of prior meetings.

Chairman Henderson presented the September minutes. Commissioner Solomon made a motion to accept the September minutes. Commissioner Fleming seconded the motion. The motion was passed 4-0.

4. To review and take action on matters relating to an election to be held on November 7, 2023:

Commissioner Strait and Ira Coveler presented marketing flyers. Discussion proceeded about election materials and distribution. Commissioner Solomon made a motion to appoint Commissioner Strait and Commissioner Creel as the election committee for the board for this year's election with a budget of \$100,000.00. Commissioner Fleming seconded the motion. The motion was passed 4-0-1. Commissioner Strait abstained.

Commissioner Creel arrived at 5:42 p.m.

- 5. To receive a presentation from a representative of Martinez Architects, LP regarding the Porter Road property.**

Ricardo Martinez presented drawings and reported that this sketch represented schematics for the Porter Road property. Discussion followed. Ricardo advised the board that the permits for the concrete work at Station 3 were moving forward and they were preparing to start work in November. No action was taken.

- 6. To review, discuss, and act on the Proposal Agreement for Professional Services with Weisser Engineering related to the Porter Road property.**

Chief Sidwell presented that we are requesting the Board to approve the engagement of Weisser Engineering & Surveying to complete a Boundary and Topographic Survey for the Porter Road property for a total cost of \$8,400.00. Commissioner Solomon made a motion to engage Weisser Engineering & Surveying to complete a Boundary and Topographic Survey for Porter Rd for the price of \$8,400.00. Commissioner Fleming seconded the motion. The motion was passed 5-0.

- 7. To review, discuss, and act regarding establishing the rate of compensation for District Commissioners pursuant to the Texas Health and Safety Code §775.038(a-1).**

Ira Coveler presented that Commissioner compensation has been increased up to \$221.00 per event through the Texas Health and Safety Code §775.038(a-1). Discussion followed. Commissioner Fleming made a motion to increase the Commissioner's compensation to \$221.00. Commissioner Solomon seconded the motion. The motion was passed 4 - 1. Commissioner Strait voted against the motion.

- 8. To pay the District's invoices and expenses including the approval of any ACH payments.**

Robin Brian presented the District's invoices for \$437,403.29. 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 \$437,403.29. Commissioner Solomon seconded the motion. The motion was passed 4-0.

- 9. To review, discuss, and act on financial matters related to Texas Class and TexPool accounts including but not limited to the transfer of operating funds to Stellar Bank.**

Chief Sidwell presented that the following changes needed to be made to the Texas Class account. An updated Contact Amendment Form adding Commissioner Strait and Commissioner Creel. Also, a Bank Amendment Form needs to be signed in order to add Stellar Bank as the receiving bank for wire transfers. For TexPool an Amending

Authorized Representatives Form needs to be signed by the Commissioners to update the TexPool files. Chief Sidwell also requested approval for a transfer of \$1,550,000.00 from Texas Class to the District's Revenue Account at Stellar Bank to cover the anticipated costs for the rest of the year including:

- i. Bill Pay 10/04/2023 - \$437,500.00.
- ii. TCDRS – October 2023 - \$151,000.00
- iii. Payroll 10/13/2023 - ~\$480,000.00
- iv. Payroll 10/27/2023 - ~\$480,000.00

Total Estimated Expenses - \$1,548,500

Commissioner Solomon made a motion to approve the update of contacts, adding new personnel, and adding Stellar Bank to the Texas Class and TexPool accounts, and to approve the transfer of \$1,550,000.00 from Texas Class into the District's Revenue account at Stellar Bank. Commissioner Fleming seconded the motion. The motion was passed 5-0.

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

Chief McAteer reported that one of the chassis had been delivered and three more had been ordered. Chief Donovan reported that the Booster was back from deployment and Maintenance had found that the axle seals were leaking. Parts are on backorder. The Triad boats are scheduled for later this month. No action was taken.

11. 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.

The Board did not go into closed session.

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

The Board did not go into closed session.

13. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.

The Board did not go into closed session.

14. To review, discuss, and act regarding items discussed in closed session.

The Board did not go into closed session.

15. Adjournment.

Commissioner Fleming made a motion to adjourn. Commissioner Solomon seconded the motion. The motion was passed 5-0.

The meeting was adjourned at 6:31 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on November 1, 2023.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By:



SCOTT STRAIT

Secretary of the Board