

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 January 6, 2025.

1. Call meeting to order by Chairman Strait, roll call taken, and a quorum established at 6:00 p.m.

Scott Strait	President	Present
Patti Creel	Vice President	Present
Don Pannell	Treasurer	Present
Sam Henderson	Secretary	Present
Mike Fleming	Assistant Secretary-Treasurer	Present

Also present:

George McAteer	Fire Chief
Vince Moreno	Assistant Chief of Operation
Ray Sidwell	Assistant Chief of Administration
Robin Brian	Assistant Office Manager
David Manley	Coveler & Peeler

General Public, see the attached sign-in sheet.

2. To receive public comment.

No public comment.

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

Commissioner Creel made a motion to approve the District's bills related to expenses incurred by the District for \$662,687.69. Commissioner Henderson seconded the motion. The motion passed 5-0.

4. To review, discuss, and act on the transfer of District funds from Texas Class and TexPool to Stellar Bank.

No action on this item.

5. To review, discuss, and take action regarding matters related to District Loans and Certificates of Deposit.

Commissioner Pannell reported that the CD has been closed out and the amount of \$484,122.01 was deposited into Stellar Bank. Commissioner Strait made a motion to move \$484,122.01

from Stellar Bank to the Capital Reserve Facilities account with TexPool. Commissioner Pannell seconded the motion. The motion passed 5-0.

6. To review, discuss, and take action regarding the engagement of District Auditor for 2024 FY Audit.

Chief Sidwell presented a contract approved by legal to engage Breedlove to conduct the District's 2024 audit. Discussion followed. Commissioner Henderson made a motion to approve the contract engaging Breedlove for the District's 2024 audit. Commissioner Fleming seconded the motion. The motion passed 5-0.

7. To review, discuss, and take action regarding the purchase of apparatus, including consideration of change order related to the new rehab truck currently on order.

Chief McAteer reported the Rehab truck is in the process of getting the chassis placed and it continues to move forward. No action was taken.

8. To review, discuss and take action for the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.

Chief Sidwell asked the Board to set a reserve for the ambulance (VIN ending in 2596) the District is looking to sell. Commissioner Creel made a motion to set a reserve amount of \$5,000.00 on the sale of the ambulance (VIN ending in 2596). Commissioner Fleming seconded the motion. The motion passed 5-0.

9. To review, discuss and act regarding the District's Strategic Plan.

No action was taken.

10. To review, discuss and act regarding matters related to construction (current or proposed).

No action was taken.

11. To review, discuss and act regarding the District's budget(s).

Discussion was had on the budget. The Board would like to start on the 2026 budget and a five-year projected budget developed by April. Chairman Strait made a motion to accept the updated modified 2025 budget. Commissioner Creel seconded the motion. The motion passed 5-0.

12. To review, discuss and act on personnel matters.

No action on this item.

The Board went into closed session at 6:20 p.m. to discuss items 13 through 15.

- 13. 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.**
- 14. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**
- 15. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**

The Board came out of closed session at 6:51 p.m.

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

A motion was made by Commissioner Henderson, seconded by Commissioner Creel, to approve a 2% raise for all employees, effective January 1, 2025, and to update the 2026 salary schedule. Motion passed 5 to 0.

17. Adjournment.

There being no further business, a Motion was made by Commissioner Henderson, seconded by Commissioner Fleming to adjourn the meeting. The Motion passed by a vote of 5 to 0.

Meeting was adjourned at 6:55 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on February 18, 2025.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By: 
Secretary of the Board