

**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 February 5, 2025.

**1. Call meeting to order by Chairman Strait, roll call taken, and a quorum established at 5:00 p.m.**

<b>Scott Strait</b>	President	Present
<b>Patti Creel</b>	Vice President	Present
<b>Don Pannell</b>	Treasurer	Absent
<b>Sam Henderson</b>	Secretary	Absent
<b>Mike Fleming</b>	Assistant Secretary-Treasurer	Present

**Also present:**

George McAteer	Fire Chief
Ray Sidwell	Assistant Chief of Administration
Eric Bank	Assistant Chief of EMS
Robin Brian	Assistant Office Manager
David Manley	Coveler & Peeler
Bianca Espinoza	RIT
Jorge Diaz	ABIP Accounting
Ricardo Martinez	Martinez Architects

**2. To receive public comment.**

No public comment was made.

**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 \$727,616.50. Commissioner Fleming seconded the motion. The motion passed 3-0.

**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 receive the District financial report and take any necessary action on District investments and District financial reporting matters.**

Jorge Diaz presented the revised year-end financial report. He reported that the District's December financial report had been corrected and updated to reflect current additions and the correct application of deposits and purchase of the Cypress Run property. He acknowledged the oversight and assured the Board that his team are taking steps to increase communication with the District for accurate reporting. Discussion was had on end of the year processes and data entry into NetSuite. No action was taken.

**6. 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.**

No action on this item.

**7. 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 reported that the auction for the ambulance with Renee Bates had closed. The winning bid was \$7,600.00. Discussion followed. Commissioner Fleming made a motion to accept the bid of \$7,600.00 for the 2019 Ford F450 (VIN 1FD0X4GT5KED02596), and to move forward with the transaction. Commissioner Creel seconded the motion. The motion was passed 3-0.

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

Chief McAteer reported that he had received editable versions of the Strategic Plan to make the appendages for yearly progress and would be moving forward with the completion of 2024's progress. No action was taken.

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

Ricardo Martinez presented renderings and went through the design submitted for Station 2. His team will get with Chief McAteer and set up a time to finalize design including finishes. This process needs to be completed in the next two weeks. He will have a final presentation and pricing ready in six weeks. Discussion was had over design. East side of the property is staying open at this time. Discussion was had on EV charging stations for members, and it was decided more investigation needed to be had before decision was made. Commissioner Strait inquired about the placement of a walking track in the green space. Discussion followed.

Chief Sidwell reported the geotechnical report was returned today from Ninyo & Moore regarding the slab repairs for Station 5, which showed the subgrade soil had not been treated correctly when the slab was originally installed. Ashton Sawing and Drilling presented two options for repairs, one being to only fix one area or to fix all three areas just outside the south side of the apparatus bays. He is recommending going with Ashton Sawing & Drilling and

repairing all three areas. Discussion was had and it was decided to go with the bid for repairing all three. Ricardo Martinez recommended including an allowance for testing of the subgrade by Ninyo & Moore. Discussion followed. Commissioner Creel made a motion to have Ashton Sawing & Drilling to perform the concrete repair of all three slabs at Station 4 for the price of \$19,236.93 with a \$10,000.00 allowance for testing of the subgrade and concrete by Ninyo & Moore. Commissioner Fleming seconded the motion. The motion was passed 3-0.

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

The Board wants a five-year projected budget completed and given to the Board to include projected costs of building, maintaining those buildings, staffing, and vehicles. Discussion followed on building timelines, financing, and the impact on the budget. No action was taken.

**11. To review, discuss and act on personnel matters.**

Commissioner Strait reported that they had narrowed down applicants for the Financial Director position. They would like to conduct interviews on February 27<sup>th</sup> or 28<sup>th</sup> per Commissioner Fleming's availability. No action was taken.

**The Board went into closed session to address items 12 through 14 at 6:32 p.m.**

**12. 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.**

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

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

**The Board came out of closed session at 7:20 p.m.**

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

No action

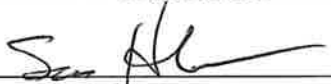
**16. Adjournment.**

There being no further business, a Motion was made by Commissioner Fleming, seconded by Commissioner Creel to adjourn the meeting. The Motion passed by a vote of 3 to 0.

Meeting was adjourned at 7:20 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on March 19, 2025.

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48**

By:   
Secretary of the Board