

**MINUTES OF THE JULY 27, 2021 MEETING OF THE  
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

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A meeting for **July 27, 2021** was duly called of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17**, which was held at the District's Administration Building located at 10410 Airline Drive, Houston, Texas.

The meeting was called to order at 9:30 a.m. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, ROBIN HAYSLIP, DON GILKEY**, and **EVERETT GRIFFIN**. Commissioner **KENNETH ADCOCK** was unable to attend. Also present were the District's Administrative Assistant Becky Cox, District legal counsel David Manley of Coveler & Peeler, P.C., Carol Morrison of Municipal Accounts and Consulting, David Slattery of Slattery Tackett Architects, Amanda Coveler of RIT Management Group, Fire Chief Sean Richardson, Chief James Cone, Gary Morrison, Alita Valerio, Todd Smith, Richard Saul, and James Roberts, with the Fire Department.

A roll call was made to ensure there is a quorum. Board members present were **BILL BLASDELL, EVERETT GRIFFIN, DON GILKEY AND ROBIN HAYSLIP**.

The Board opened the meeting to public comment, but no members of the public were present.

The Board then addressed Agenda Item No. 4 and discussed the proposed 2022 budget. A motion to accept the budget as proposed was made by **BILL BLASDELL**, seconded by **DON GILKEY**. After review and discussion, the motion passed by a vote of 4 – 0.

The Board then addressed Agenda Item No. 5, to propose the District's 2021 Tax Rate. A motion was made by **BILL BLASDELL**, seconded by **EVERETT GRIFFIN** to propose a tax rate of .10 /\$100 valuation. After review and discussion, the motion passed by a vote of 4 – 0.

The Board then addressed Agenda Item No. 6 and scheduled a Public Hearing to take place on August 23, 2021 at 9:30 a.m.

The Board then addressed Agenda Item No. 7. A motion was made by **DON GILKEY**, seconded by **ROBIN HAYSLIP** to schedule an election to be held on November 2, 2021. After review and discussion, the motion passed by a vote of 4 – 0.

There being no further business brought before the Board, the meeting adjourned at 9:55

AM.

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Secretary of the Board

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The meeting was called to order at 9:55 A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, ROBIN HAYSLIP, DON GILKEY, and EVERETT GRIFFIN**. Commissioner **KENNETH ADCOCK** was unable to attend. Also, present were the District's Administrative Assistant Becky Cox, District legal counsel David Manley of Coveler & Peeler, P.C., Carol Morrison of Municipal Accounts and Consulting, David Slattery of Slattery Tackett Architects, Amanda Coveler of RIT Management Group, Fire Chief Sean Richardson, Chief James Cone, Gary Morrison, Alita Valerio, Todd Smith, Richard Saul, and James Roberts, with the Fire Department.

The Board opened the meeting to public comment, but no members of the public were present.

The minutes for June 2021 will be presented at the next meeting.

The Board addressed item 4 of the agenda, to receive and approve the Financial Report, action on investments, Investment Policy, action regarding District depository accounts and pay District bills. The financial report was presented by Carol Morrison. A Motion was made by **MR. BLASDELL** and seconded by **MR. HAYSLIP** to accept the financial report as presented, approve payment of bills included therein and approve investment actions included therein. After review and consideration, the Motion carried by a vote of 4 to 0.

There was no action required on item 5 as it was handled in the Budget/Tax meeting held prior to this meeting.

There was no action required on items 6 through 8.

The Board next addressed Agenda item 9 and Chief Richardson informed the Board there is a lawn mower trailer that will be salvaged due to wear and tear. This item should be offered at auction. A motion to salvage the lawnmower trailer and place it available at auction was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL**. After review and consideration, the Motion carried by a vote of 4 to 0.

There was no action required on item 10.

The Board then addressed item 11, Fire Chief's report on Fire Department activity. Chief Richardson made a verbal and multi-media report. Alita Valerio gave the Public Relations report. Todd Smith presented the training report. James Cone presented the Fleet Report. Chief Richardson gave the response report for the month. No action required. A motion was made by **MR. BLASDELL** to not maintain the dry hydrants discussed in last month's meeting and seconded by **MR. HAYSLIP**. After review and consideration, the Motion carried by a vote of 4 to 0.

The Board then addressed item 12 concerning projects for the District facilities. Mr. Slattery advised the Board that the project for Station 83 is underway. They are currently working on the foundation and the steel for the project should be delivered August 16, 2021. He presented Pay Request 2 in the amount of \$43,455.84, pending architect certification. A motion to approve Pay Request 2 pending architect certification was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL**. After review and consideration, the Motion carried by a vote of 4 to 0. He then gave a report on the project for Station 82. The fire code permits are complete. The civil permits have a couple of documents still pending. He advised the Board on the water line project for Station 81 is still waiting on the engineering drawings from the City and County to be completed and approved. Once these are issued, he will solicit bids on this project. He hopes to have a positive report on this project by next month.

No action required on item 13.

The Board next addressed Agenda item 14 and Ms. Coveler advised the Board the TCDRS rate for 2022 for the same level of funding will be an increase to 10% from the 9.3% this year. This increase is already built into the Budget. A Motion to approve the increase to 10% was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL**. After review and consideration, the Motion carried by a vote of 4 to 0

She then informed the Board of a proposal to establish an FSA for the employees who wish to participate and that this would be a great tool for employees with families. The start-up cost for the Department would be approximately \$10,000, then the employees can contribute to their individual funds each month with any amount they have set up in the program. It will be best to start this at the beginning of 2022. This will be added to the 2022 Budget and discussed and approved at the August meeting.

There was no action required for items 15.

Discussion only for item 16 regarding dispatch. According to Chief Richardson, there have been a few small problems, but they are being corrected.

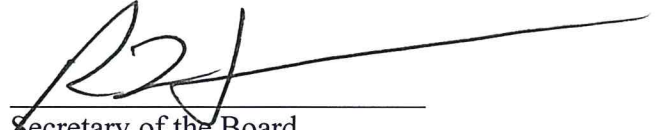
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The Board required no closed session.

The next meeting will be on Tuesday August 31, 2021 at 9:30 AM.

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There being no further business brought before the Board for the July 27, 2021 meeting, the meeting adjourned at 10:55 PM.

  
Secretary of the Board

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