

**MINUTES OF THE JANUARY 25, 2022 MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **January 25, 2022**, 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, EVERETT GRIFFIN** and **KENNETH ADCOCK**. Commissioner **DON GILKEY** was unable to attend. Also, present were District's Administrative Assistant Becky Cox, District legal counsel David Manley of Coveler & Peeler, P.C., Randy Parr of RIT Financial, Amanda Coveler of RIT Management Group, David Slattery of Slattery Tackett Architects, Fire Chief Sean Richardson, Chief James Cone, Todd Smith, Richard Saul ,Michael Stalling and James Roberts, with the Fire Department.

The Board opened the meeting to public comment, there was no public in attendance.

The Board then discussed the calling of an election. A motion was made by **MR. BLASDELL** calling for an election to be held on May 7, 2022, and to approve the Order presented, seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

There was no action on item 4 as there were no prepared minutes to present. December 2021 minutes will be presented at the February 2022 meeting.

The Board addressed item 5 of the agenda, to receive and approve the Financial Report, take action on investments, investment policy, District depository accounts and to pay District bills. Randy Parr presented the financial report. A Motion was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL** 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

The Board discussed the current District's Investment Policy and a motion to keep this policy for 2022, and name Robini Hayslip and Randy Parr as the Investment Officers was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. The motion carried by a vote of 4 to 0.

There was no action required on item 7 revisions to the District's budget.

The Board then addressed item 8 to engage an engineering firm to formulate current District boundaries and produce a digital map of such. A motion to hire a firm was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

The Board then considered item 9 of the agenda. Chief Richardson advised the Board of the need of a concrete pad on the training field. The cost will be \$9,225. A motion to approve this expense was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

Chief Richardson advised the Board there is a non-working refrigerator to be auctioned off. **MR. HAYSLIP** said there is a water pump and water softener that can also be added to the auction. No further action is required

No action on item 11.

The Board then addressed item 12, Fire Chief's report on Fire Department activity. Chief Richardson made a verbal and multi-media report. Chief Richardson also gave the public relations report for the month. Chief Smith proved a summary of training activities, and Chief Cone presented the Fleet Report. Chief Smith gave a report on training. Chief Richardson gave the response report for the month. Motion to accept the Chief's Report as presented was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

The Board then addressed item 13 concerning projects for the District's facilities. Mr. Slattery advised the Board Station 83 project is almost complete. The crew moved back into the facility last week. A walk through is scheduled for later this week and most items are already completed. He presented a pay request number 8 from Bass Construction in the amount of \$94,872.37 pending architect approval. A Motion to approve payment of this amount pending architect approval was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0. He then advised the project at Station 82 has begun and expected to complete mid-March. A pay request number 1 in the amount of \$1,104,109.40 was presented pending architect approval. A motion to approve payment of this pay request was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0. He advised the Board the permit applications for Station 81 water lines are currently with the City and County. Harris County is waiting on approvals from the City of Houston. He plans to advertise this project on February 3 and 10, with a pre-bid conference February 17. The bids will then be presented and opened on February 24th at the engineer's office. He will then present the bids and a

recommendation at the March meeting. The Maintenance building documents are not completed but will be ready by the end of the month.

No action required on items 14, 15 and 16.

The Board did not require a closed session this month.

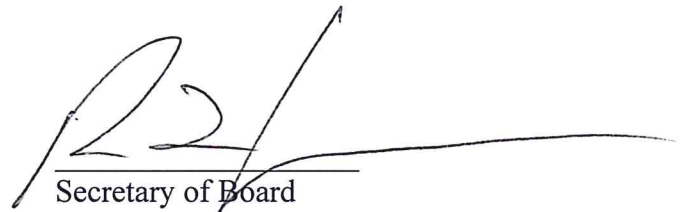
The following is the schedule of meetings for the remainder of the first quarter of 2022, all will begin at 9:30 A.M.:

February 22, 2022

March 29, 2022

April 26, 2022

There being no further business brought before the Board, the meeting adjourned at 10:28 A.M.



Secretary of Board