

The Board then addressed item 10, Fire Chief's report on Fire Department activity. Chief Richardson and members of the department made verbal and multi-media reports. No action was taken. The Board took this opportunity to give an award to Chief Richardson to recognize his leadership in the Department.

The Board then addressed item 11 concerning projects for the district's facilities. Mr. Slattery informed the Board he is still waiting on the water meter easement approval from the City of Houston for the Training Field project. He presented an invoice from the Engineering group in the amount of \$1,270 for creating the easement documents. A motion to authorize the payment to the engineering group was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 5 to 0. He advised the Board the Maintenance Building project pre-construction meeting was held and construction should begin on January 24, and that he anticipates the project be completed at the end of August. He presented a pay request from MAACO for the maintenance building project in the amount of \$80,622.59 pending architect approval. A motion to approve this pay request was made by **MR. BLASDELL** and seconded by **MR. HAYSLIP**. The motion was approved by a vote of 5 to 0 pending architect approval. He then presented the yearly contract for Slattery and Tackett for 2023 and advised the Board the billing rates on this contract changed from the 2018 existing rates to the current rate for 2023. A motion to accept the contract as presented was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL**. Motion carried by a vote of 5 to 0.

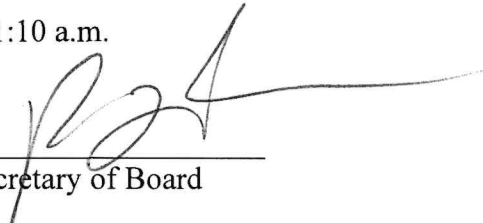
No action required on item 12.

Mr. Griffin advised the Board the real estate agent is contacting the owner of adjacent land to the Training Field once the Letter of Intent is completed by Mr. Manley.

The Board entered closed session at 10:08 a.m. to discuss personnel matters. The Board came out of closed session as 11:09 a.m.

A motion was made by **MR. GILKEY** to accept the revised Handbook as presented and seconded by **MR. BLASDELL**. Motion carried by a vote of 5 to 0.

The next regular meeting will be held January 31, 2023, at 9:30 a.m. There being no further business brought before the Board, the meeting adjourned at 11:10 a.m.


Secretary of Board

**MINUTES OF THE DECEMBER 27, 2022, MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **December 27, 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 9:35 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** joined the meeting at 10:00 AM. Also, present were District legal counsel Ira Coveler of Coveler & Peeler, P.C., the District's Administrative Assistant Becky Cox, Katy Norris of RIT Financial, Fire Chief Sean Richardson, Chief James Cone, Chief Todd Smith, Mike Stallings, Amanda Coveler, Alita Valerio, James Roberts, and Greg Booth with Texas Regional Bank.

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

The Board addressed item 3, to approve the minutes of the November Regular Meeting. **MR. BLASDELL** made a motion, seconded by **MR. ADCOCK** to approve the minutes for the November 22, 2022 regular meeting. Motion carried by a vote of 4 to 0.

The Board addressed item 4 of the agenda, to receive and approve the Financial Report, act on investments, investment policy, District depository accounts and to pay District bills. Katy Norris presented the financial report. A Motion was made by **MR. BLASDELL** and seconded by **MR. ADCOCK** 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. Ms. Norris did introduce Mr. Booth.

There was no action on items 6.

The Board then discussed item 8 capital assets. Chief Richardson explained to the Board he requires authorization for purchasing workout equipment in the amount of \$19,722. This amount is included in the 2023 budget. A motion to approve the purchase of the work out equipment at a cost of \$19,722 was made by **MR. GRIFFIN** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

No action required for items 8 and 9.