

**MINUTES OF THE FEBRUARY 28, 2023, MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **February 28, 2023** 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 9:32 A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, ROBIN HAYSLIP, EVERETT GRIFFIN, DON GILKEY**, and **KENNETH ADCOCK**. Also, present were District legal counsel David Manley 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, Gary Morrison, Amanda Coveler, Alita Valerio, and James Roberts

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 January Regular Meeting. **MR. BLASDELL** made a motion, seconded by **MR. GILKEY** to approve the minutes for the January 31, 2023 regular meeting. Motion carried by a vote of 5 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. GRIFFIN** 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 5 to 0.

The Board then discussed item 5, to review and act on amendments to the District's 2023 budget. No action was taken.

The Board then discussed item 6 capital assets. Chief Richardson presented to the Board a proposal from Northwest Communications for moving the equipment from the temporary building for a total of \$36,992.40. A motion to approve the payment for moving the equipment at a cost of \$36,992.40 was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 5 to 0.

No action required for items 7 regarding disposal of salvage property, or 8 regarding District obligations.

The Board then addressed item 9 regarding the 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 then addressed item 10 concerning projects for the district's facilities. Chief Cone gave the report as Mr. Slattery was unable to attend. He reported the concrete for the maintenance facility will be poured on Friday. The building steel should be delivered on Monday March 6th and steel erection will start after foundation concrete is sufficiently cured. The project should have a substantial completion in mid-August. Pay request #3 was presented for a total of \$495,674.61 pending approval by the architect. A motion to make the pay request presented pending architect approval was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 5 to 0. He reported they are still waiting for City of Houston to approve the plumbing contractor's tap permit for the water line for Station 81.

No action required on item 11. Ms Coveler reported she is in the process of getting quotes on benefits but had nothing to present at this time.

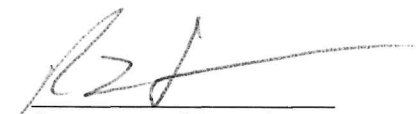
The Board then addressed item 12, to review and act on real estate matters. A motion to approve the purchase of the property behind the training field for \$475,000 was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. After review and discussion, motion carried by a vote of 5 to 0.

Mr. Hayslip informed the Board that American Tower sent proposals concerning the leasing of the area where the communication tower is located. After consideration of the proposals a motion was made by **MR. BLASDELL** and seconded by **MR. HAYSLIP** to accept "Option 1" with rent reduction to \$1,427.35 / month. Motion carried by a vote of 5 to 0.

The Board then addressed item 13 concerning dispatch, communications or mutual aid agreements with other agencies. No action was taken.

There was no closed session for items 14 through 17.

The next regular meeting will be held March 28, 2023, at 9:30 a.m. There being no further business brought before the Board, the meeting adjourned at 10:40 a.m.


Secretary of Board