

**MINUTES OF THE APRIL 25, 2023, MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **April 25, 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.

1. Call meeting to order.

The meeting was called to order at 9:36 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. DON GILKEY** was unable to attend. Also, present were District legal counsel David Manley of Coveler & Peeler, P.C., David Salettery, the District's architect, Katy Norris of RIT Financial, Fire Chief Sean Richardson, Deputy Chief James Cone, Division Chief of Training Todd Smith, District Chief Stephen Tusing, Gary Morrison, Amanda Coveler, Alita Valerio, and James Roberts

2. To receive public comment.

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

3. To approve the Minutes of prior meeting(s).

MR. BLASDELL made a motion, seconded by **MR. ADCOCK** to approve the minutes for the March regular meeting. Motion carried by a vote of 4 to 0.

4. To review and act on financial matters, including financial report, investments, Investment Policy, accounts, depository security, resolutions for account access, and to pay bills.

A Motion was made by **MR. BLASDELL**, seconded by **MR. ADCOCK**, to accept the financial report as presented, approve payment of bills included therein. After review and consideration, the Motion carried by a vote of 4 to 0.

5. To review, discuss and take action on granting exemption for 2023.

A Motion was made by **MR. BLASDELL**, seconded by **MR. ADCOCK**, to grant the following exemptions:

Homestead:	\$0
Over 65:	\$75,000
Disability	\$75,000

After review and discussion, the motion passed by a vote of 4 to 0.

6. To review and act on amendments/revisions to District 2023 budget.

Chief Richardson presented proposed budget changes. A Motion was made by **MR. BLASDELL**, seconded by **MR. ADCOCK**, to approve the amendments as presented. After review and discussion, the motion passed by a vote of 4 to 0.

7. To designate Harris County Tax Assessor-Collector's office to prepare the District's No New Revenue Tax Rate and related tax rate calculations for 2023.

A Motion was made by **MR. BLASDELL**, seconded by **MR. HAYSLIP**, to designate Harris County Tax Assessor-Collector's office to prepare the District's No New Revenue Tax Rate and related tax rate calculations for 2023. After review and discussion, the motion passed by a vote of 4 to 0.

8. To review and take action to approve the purchase of capital assets, including apparatus/vehicles, equipment, tools and communications equipment.

No action

9. To review and act on disposition of surplus and/or salvage property.

A Motion was made by **MR. BLASDELL**, seconded by **MR. HAYSLIP**, to approve the sale of the old lockers from station 83 and to salvage the rear tires on the high-water vehicle. After review and discussion, the motion passed by a vote of 4 to 0.

10. To review and act on District obligations, including retiring obligations or incurring obligations for construction, real estate, vehicles and equipment.

No action.

11. To receive a report from Fire Chief on Fire Department activity.

Chief Richardson and members of the department made verbal and multi-media reports. No action was taken.

12. To review, discuss and act on any issues related to the repairs, improvement, and construction of District facilities, including engaging construction services, change orders and construction payments.

David Slattery reported he continues to work with the City of Houston to get the water tap permit for Station 81 and has provided everything they have asked for to date. He reported the maintenance building project is ongoing and on track. No action taken.

13. **To review and act on personnel matters, including action on hiring, retention, policies, duties, and benefits.**

A Motion was made by **MR. HAYSLIP**, seconded by **MR. GRIFFIN**, to approve the staff recommendation to go with The Leavitt Group for workers compensation insurance in the amount of \$179,605. After review and discussion, the motion passed by a vote of 4 to 0.

14. **To review and act on real estate, including but not limited to purchase, sale, platting, or permits.**

A Motion was made by Mr. **GRIFFIN**, seconded by Mr. **HAYSLIP** to approve Bill Blasdell and/or Evertt Griffin to sign documents necessary to close on the Holtman properties (211 and 215 Holtman Street). After review and discussion, the motion passed by a vote of 4 to 0.

15. **To review and act on any matters regarding dispatch, communications or mutual aid agreements with other agencies.**

No action.

There was no need for closed session.

16. **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 of Texas and Tax Code §323.3022 to discuss sales tax matters.**

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

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

19. **To review, discuss and act regarding matters discussed in the Closed Session.**


There was no closed session.

20. **To set the date of the next regular meeting.**

The next meeting was scheduled for May 30, 2023 at 9:30 a.m.

21. **Adjournment**

There being no further business brought before the Board, the meeting adjourned at 10:46 a.m.



Secretary of Board