

**MINUTES OF THE JUNE 27, 2023, MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **June 27, 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 9:30 A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, EVERETT GRIFFIN, DON GILKEY** and **KENNETH ADCOCK**. Commissioner **ROBIN HAYSLIP** was unable to attend. Also, present were District legal counsel David Manley of Coveler & Peeler, P.C., Katy Norris of RIT Financial, Fire Chief Sean Richardson, Chief James Cone, Chief Todd Smith, Amanda Coveler and James Roberts. David Slattery of Slattery and Tackett Architects was also in attendance.

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 May 30, 2023 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.

Katie Norris with RIT Financial provided a summary of the District's financial statements and presented invoices and ACH payments for approval. 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 having sales tax deposits changed to Texas Regional accounts. After review and consideration, the Motion carried by a vote of 4 to 0.

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

There was no action on item 5.

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

There was no action on item 6.

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

Chief Richardson informed the Board of a refrigerator and washer and dryer that were no longer needed. A motion to approve putting these items on the auction website was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

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

No Action was taken.

9. 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.

10. 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.

Mr. Slattery provided a summary of the District's current construction projects. A motion was made by **MR BLASDELL** and seconded by **MR. GIFFIN** to approve payment in the amount of \$209,397.73 to Macco Construction. Motion carried by a vote of 4 to 0.

A motion was made by **MR BLASDELL** and seconded by **MR. GIFFIN** to approve Pay Request No. 2 for the Waterline project in the amount of \$27,977.50. Motion carried by a vote of 4 to 0.

A motion was made by **MR BLASDELL** and seconded by **MR. GIFFIN** to approve the purchase the access control system from Datavox in the amount of \$26,459.23. Motion carried by a vote of 4 to 0.

A motion was made by **MR BLASDELL** and seconded by **MR. GIFFIN** to approve the engaging SavaTree for tree removal in the amount of \$17,169.00. Motion carried by a vote of 4 to 0.

A motion was made by **MR BLASDELL** and seconded by **MR. GIFFIN** to approve soliciting bids for fencing, driveway and utilities related to the Holman property. Motion carried by a vote of 4 to 0.

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

No action taken.

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

No action taken.

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

No action taken.

14. **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.**

No action taken.

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

The Board went into closed session at 10:30 to discuss personnel matter. The Came out of closed session at 11:10.

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

No action taken.

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

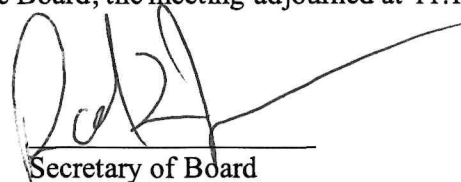
No action taken.

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

The next regular meeting will be held July 25, 2023, at 9:30 a.m.

19. **Adjournment.**

There being no further business brought before the Board, the meeting adjourned at 11:10 a.m.


Secretary of Board