

**MINUTES OF THE APRIL 29, 2019 MEETING OF  
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46**

A Meeting was duly called of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46**, which was held on April 29, 2019, at the Offices of the District at the Atascocita Fire Department Headquarters Building located at 18425 Timber Forest Drive, Humble, Texas 77346.

The Meeting was called to order at 7:00 p.m., by **TOM TRUVER**, President. Those Commissioners present were **TOM TRUVER, JOHN COYLE, RON CLARKE** and **BUDDY RICE**. Commissioner **STEVE PEPPER** was not in attendance at this meeting. Chief of Department Mike Mulligan, Assistant Chief-Fire Sean Richardson, Assistant Chief-EMS Sean Conley, Director of ITC & Operations Support Mike Wassell, District Administrator Mary Anne Sokol, District Counsel Ira Coveler of Coveler & Peeler, P.C., Ron Welch of Municipal Information Services, Public Information Officer Jerry Dillard and Brian Mulligan were also all in attendance at this meeting.

The Board tabled agenda item 2, review of the Meeting Minutes of prior meeting(s).

The District next reviewed a financial report prepared by **MARY ANN SOKOL**, District Administrator. Thereupon after review, Mr. **CLARK** made a Motion, seconded by Mr. **RICE**, to accept the financial report as presented. After discussion, the Motion was approved by a vote of 4 to 0.

The Board then addressed District bills and commissioner submittals. After review, a Motion was made by Mr. **COYLE** made a Motion, seconded by Mr. **RICE** to ratify the payment of prior bills and approve payment of submittals as presented. The Motion was approved by a vote of 4 to 0.

The Board next addressed agenda item 5 regarding the granting exemptions for 2019. After review, Motion was made by Mr. **RICE**, seconded by Mr. **CLARKE** to adopt the same exemptions as those taken in 2018. The Homestead Exemption was set at \$0.00. The Over-65 Exemption was set at \$50,000 and the Disability Exemption was set at \$50,000. The Motion passed 4 to 0.

The Board next received reports from the Department. Chief Mike Mulligan reviewed the reports with the District. After review, a Motion was made by Mr. **CLARKE**, seconded by Mr. **RICE**, to receive and accept the Department reports as presented. After discussion, the Motion was approved by a vote of 4 to 0.

The Board then addressed the Station 29 renovation project. Chief Mulligan stated that the first programming meeting had been held with PGAL and DBR to review the scope of work of the project and to identify areas of concern. Additionally, at this meeting Chief Mulligan again explained to PGAL that accommodations would need to be made so the facility would need to remain operational and serviceable to the District. PGAL was aware that temporary facilities will need to operate at the site and that vehicles and personnel would be at and in the vicinity of the construction and the contractors throughout the duration of the remodel project. The Board inquired about the installation of the temporary facilities and the utilities for same. Chief Mulligan

explained that the installation of the utility connections for the temporary facilities would be completed by the contractor ultimately awarded the project as part of their scope of work. No action taken.

The Board then discussed the long-range strategic planning committee. The committee has met one time thus far and plans to schedule a regular monthly meeting. The committee will develop a plan to fine tune a budget encompassing a 10-year projection of anticipated revenues and expenditures. Mr. **CLARK** requested that a detailed financial analysis be part of the plan. No action taken.

The Board next received a presentation from Dr. Ron Welch of Municipal Information Systems providing a 2019 updated report regarding growth within the District. After review, a Motion was made by Mr. **COYLE**, seconded by Mr. **RICE**, to receive Dr. Welch's report as presented. After discussion, the Motion was approved by a vote of 4 to 0.

The Board next addressed retaining a sales tax consultant for the District. Ira Coveler will solicit proposals to present to the Board at the May meeting.

There were no thirty (30) day advance requests submitted by the Department.

The Board next addressed the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251. A motion was made by Mr. **COYLE**, seconded by Mr. **RICE**, to sell on an approved Internet auction site the District's Jon boat and Jon boat vinyl cover. No reserve was set. After discussion, the Motion was approved by a vote of 4 to 0.

The Board took no action on repairs for equipment, apparatus and facilities in service to the District.

The Board then discussed who would be in attendance for the next meeting scheduled for Monday, May 20, 2019. Mr. **TRUVER**, Mr. **CLARKE** and Mr. **RICE** will be in attendance though Mr. **COYLE** stated that he cannot be present at the May meeting.

The Board then reviewed items to be placed on the May meeting agenda. An item discussing engagement of a sales tax consultant for the District will be included on the May 20, 2019 meeting agenda.

The Board opened the floor for public comment though none was offered.

The Board entered Closed Session pursuant to Government Code § 551.074 to discuss legal and personnel matters at 7:35 p.m. and returned to Open Session at 8:34 p.m.

There being no further business brought before the Board, Mr. **CLARKE** made a Motion, seconded by Mr. **COYLE** to adjourn the meeting. The meeting adjourned at 8:35 P.M.

  
Secretary of the Board