

**MINUTES OF THE FEBRUARY 18, 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 February 18, 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 **JOHN COYLE**, Vice-President. Those Commissioners present were **JOHN COYLE**, **RON CLARKE** and **BUDDY RICE**. Commissioners **TOM TRUVER** and **STEVE PEPPER** were not in attendance at this meeting. Chief of Department Mike Mulligan, Assistant Chief-Fire Sean Richardson, Director of ITC & Operations Support Mike Wassell, District Administrator Mary Anne Sokol and District Counsel Ira Coveler of Coveler & Peeler, P.C., 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 ANNE SOKOL**, District Administrator. The Board reviewed the reports then held a discussion regarding the budget report. There was a question as to the expense side of the budget. The District is expected to have revenue for 2019 in the amount of approximately \$10,000,000. The budget for 2019 indicates that the District has approved expenditures totaling \$14,000,000. Ms. Sokol, Chief Mulligan and District counsel discussed with the Board that this was a report structure issue and as the District had approved capital purchases that were being reflected on the operating budget. Mr. Coveler stated that he would request a meeting Ms. Sokol, Chief Mulligan and Mr. Rich Majeres, the District's CPA consultant, regarding how to present capital items as part of the financial report presentation to the District. Following the discussion, Mr. **RICE** made a Motion, seconded by Mr. **CLARKE**, to accept the financial report as presented. The Motion was approved by a vote of 3 to 0.

The Board then addressed District bills and commissioner submittals. A question regarding what "Third Party Services" entailed was presented with a determination that Koronos should be considered the same. After review, a Motion was made by Mr. **RICE**, seconded by Mr. **CLARKE** to approve payment of submittals as presented. The Motion was approved by a vote of 3 to 0.

The Board next addressed the proposal received from Dr. Ron Welch of Municipal Information Systems. Discussion was held as to the necessity of the report. Following discussion, the consensus of the Board was that in light of the low cost of the report the data the report yields is useful as a verification tool. After review, Motion was made by Mr. **RICE**, seconded by Mr. **CLARKE** to engage Municipal Information Systems to provide a 2019 updated report regarding growth within the District. After discussion, the Motion was approved by a vote of 3 to 0.

The Board next received reports from the Department. Chief Mike Mulligan reviewed the reports for the District, previously distributed on February 13, 2019, explaining that graphics were not provided this month though analytics would be available in March. Chief Mulligan reported the ambulance call volume to be over 400 responses which could be considered the "new normal" to which Mr. **RICE** asked the question, "do we need a peak truck yet?" There was discussion

around this question, but Chief Mulligan stated that at this point in time it was not anticipated, but that he could see a day in the future that it might be needed. Chief Mulligan also stated that the CPR class held at Lone Star College in January would be the last class as the College would no longer hold trainings. Future CPR classes will be conducted through FORTIS College and FORTIS Institute. Chief Mulligan stated that he anticipated that these courses would be as good and probably better than the training that was previously offered. After review, a Motion was made by Mr. **CLARKE**, seconded by Mr. **RICE**, to receive the Department reports as presented. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed the Station 29 renovation project. Ira Coveler advised the Board that the contract with the Architect would be presented at the March meeting. No action taken.

The Board took no action on the acquisition or lease of mobile housing units.

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. No action taken.

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, March 18, 2019. Mr. **COYLE** and Mr. **CLARKE** will be in attendance though Mr. **RICE** stated that he cannot be present at the March or April meetings.

The Board then reviewed items to be placed on the March meeting agenda. An item discussing the monthly meeting night and another on engagement of a sales tax consultant for the District will be included on the March 18, 2019 meeting agenda.

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

The Board did not exercise the option of Closed Session.

Mr. Coveler provided an update on the real estate contract that had been approved at the prior meeting. He stated that the seller elected to not accept the price offer of the District and that the seller went with another offer.

There being no further business brought before the Board, Mr. **CLARKE** made a Motion, seconded by Mr. **RICE** to adjourn the meeting. The meeting adjourned at 7:59 P.M.


Secretary of the Board