

**MINUTES OF THE FEBRUARY 17, 2020 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 17, 2020, 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** and **JOHN BOLLUM**. Commissioners **RON CLARKE** and **BUDDY RICE** were not in attendance. Chief of Department Mike Mulligan, Assistant Chief of EMS Sean Conley, District Administrator Mary Anne Sokol, District Counsel Mr. Ira Coveler of Coveler & Peeler, P.C., Alberta Balderas of ESD Tax Management Services and Chief Scott Seifert with Spring Volunteer Fire Department were also all in attendance at this meeting.

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

The Board addressed matters relating to calling an election to be held on May 2, 2020. District Counsel provided an update to the Board regarding the election, including confirmation that Saturday early voting will take place on April 25, 2020, from 9:00 a.m. – 12:00 p.m. (noon).

The Board next received a report from Alberta Balderas of ESD Tax Management Services regarding matters related to the District's Sales Tax revenue. Mr. **TRUVER** inquired why Kroger was not included on the list of taxpayers to which Ms. Balderas explained that Kroger is a quarterly taxpayer. Ms. Balderas noted that Amazon Marketplace is now one of the top taxpayers to the District. Ms. Balderas then asked the Board how she should proceed with deallocation issue. Mr. **TRUVER** requested she discuss the matter with District Counsel. After review, Mr. **COYLE** made a Motion, seconded by Mr. **BOLLUM** to approve the sales tax report as presented. After discussion, the Motion was approved by a vote of 3 to 0.

The Board addressed item 5, review of the Meeting Minutes of prior meeting(s). Thereupon after review, a Motion was made by Mr. **COYLE**, seconded by Mr. **BOLLUM** to approve the meeting Minutes of the regular meeting held January 20, 2020. After discussion, the Motion was approved by a vote of 3 to 0.

The District next reviewed a financial report prepared by Ms. Sokol District Administrator. Thereupon after review, Mr. **BOLLUM** made a Motion, seconded by Mr. **COYLE**, to accept the financial report as presented. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed District bills and commissioner submittals. After review, Mr. **COYLE** made a Motion, seconded by Mr. **BOLLUM** to ratify the payment of prior bills and approve payment of submittals as presented. The Motion was approved by a vote of 3 to 0.

The Board next addressed the renovation of the District's maintenance facility. Chief Mulligan provided an update on the shipping container. Mr. **COYLE** asked how long it would be until the start of the project. District Counsel informed the Board that the work should commence in May or June of 2020. Mr. Coveler also shared with the Board the proposal that the District had

received from Martinez Architects for professional services related to the renovation work for the Rustic Timbers maintenance facility project. He explained that the proposal had been reviewed and was in proper form for the District to execute and the cost for the services of Martinez Architects will be for a flat fee amount of \$62,800. After review, a Motion was made by Mr. **COYLE**, seconded by Mr. **BOLLOM** to approve the proposal received from Martinez Architects. After discussion, the Motion was approved by a vote of 3 to 0.

The Board next received reports from the Department. The Board reviewed and discussed the reports as presented. Chief Mulligan stated that it is unknown as to when Huffman and/or Humble will be adding more ambulances to their fleet(s). After review, a Motion was made by Mr. **BOLLOM** seconded by Mr. **COYLE**, to receive and accept the Department reports as presented. After discussion, the Motion was approved by a vote of 3 to 0.

The Board next considered entering into an EMS affiliation agreement with Wharton County Junior College. Assistant Chief of EMS Sean Conley explained the program and the benefits the District received from having this affiliation agreement. Mr. Coveler shared that the agreement had been reviewed and negotiated with Wharton County Junior College and is in an acceptable form for the District to approve. A Motion was made by Mr. **BOLLOM**, seconded by Mr. **COYLE** to approve participation in the EMS affiliation agreement. The Motion was approved by a vote of 3 to 0.

The Board took no action regarding upgrading of the current electronic accountability system (T-Pass) components to the current generation.

The Board then addressed the purchase of a new vehicle for the Director of IT and Operational Support. After review, a Motion was made by Mr. **BOLLOM**, seconded by Mr. **COYLE** to approve the purchase of a 2020 Dodge 3500 Truck for the Director of IT and Operational Support position. After discussion, the Motion was approved by a vote of 3 to 0.

The Board took no action regarding the acquisition of a non-critical vehicle to be used to perform protection duties on scene.

The Board took no action on (30) day advance requests as none were 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. Chief Mulligan reported that the District was going to list some boat motors for sale on the govdeals.com auction site as well as Ladder 19. The minimum reserve price for Ladder 19 shall be set at \$20,000 and the motors shall be sold for the best offer made. A Motion was made by Mr. **BOLLOM**, seconded by Mr. **COYLE** to approve the sale of surplus as reported. The Motion was approved by a vote of 3 to 0.

The Board then addressed repairs for equipment, apparatus and facilities in service to the District. None presented for consideration.

The Board then confirmed the date for the next regular meeting will be March 16, 2020. Mr. **TRUVER** and Mr. **COYLE** stated that they will be in attendance the next meeting though Mr. **BOLLOM** was unsure of his availability at this time.

The Board then reviewed items to be placed on the January meeting agenda. No specific items were requested.

The Board entered Closed Session at 7:38 P.M., to review legal issues and returned to Open Session at 7:45 P.M.

The Board took no further action following closed session.

There being no further business brought before the Board, Mr. **COYLE** made a Motion, seconded by Mr. **BOLLOM** to adjourn the meeting. The meeting adjourned at 7:48 P.M.

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Buddy Rice  
Secretary of the Board