

**MINUTES OF THE OCTOBER 18, 2021 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 October 18, 2021, 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 7:01 p.m., by **TOM TRUVER**, President. Those Commissioners present were **TOM TRUVER**, **RON CLARKE**, **BUDDY RICE**, and **JOHN BOLLUM**. Commissioner **JOHN COYLE** was not in attendance at the meeting. Chief of Department Mike Mulligan, Assistant Chief of Operations Jonathon Campos, Director of ITC & Operations Support Mike Wassell, District Counsel, Mr. Ira Coveler of Coveler & Peeler, P.C., Ricardo Martinez of Martinez Architects and Alberta Balderas of ESD Tax Management Services were also in attendance. Ron Welch of Municipal Information Services and Jay Werner were also present.

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

The Board then reviewed the District sales tax report prepared by Ms. Alberta Balderas. Ms. Balderas reviewed the report with the Board. After review, Motion was made by Mr. **CLARKE** seconded by Mr. **RICE** to approve the report as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board then received a report from Ron Welch of Municipal Information Services regarding the District's future expected values and other demographic information. Dr. Welch shared his population and revenue projections for the District placing emphasis on its continued growth. No action taken.

The Board next addressed item 5, regarding a review of the meeting minutes of prior meeting(s). Mr. Coveler presented the July 19, 2021, August 16, 2021 and September 20, 2021 meetings minutes for review, but was not presenting the minutes for approval at the time of the meeting.

The District next received a financial report prepared by Mary Anne Sokol, Director of Human Resources and Finance, for the period ended September 30, 2021. Ms. Sokol reported that the District's EMS revenue was greater than what was budgeted and forecast for the year. Ms. Sokol noted three (3) factors that contributed to the increased income: (1) better billing collections than forecast, (2) revenue from the hospital COVID tent that supported the District's payroll obligations and (3) increased SETRAC revenue. Thereupon after review, Mr. **RICE** made a Motion, seconded by Mr. **BOLLUM**, to accept the financial report as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

Please see the District's treasurer's Report for a more detailed presentation of the financial condition of the District.

The Board next addressed District bills and commissioner submittals. After review, Mr. **RICE** made a Motion, seconded by Mr. **BOLLUM** to ratify and approve the payment of the

District's bills. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

Please see the District's treasurer's Report for a more detailed presentation of the bills and invoices submitted for payment.

The Board then addressed adoption of the District 2021 Investment Policy. Mr. Coveler explained that the policy was the same as the prior year, and that rather than adopt a new policy, going forward, we would simply pass a resolution approving the prior policy until such time that the Investment Policy needed to be revised. After review, Mr. **RICE** made a Motion, seconded by Mr. **BOLLOM** to approve the 2021 Resolution Regarding 2021 Review and Adoption of the 2021 Investment Policy. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board then addressed the Station 29 reconstruction project. Ricardo Martinez of Martinez Architects presented an update on the project and presented Pay Application No. 1 in the amount of \$156,564.00. After review, Mr. **RICE** made a Motion, seconded by Mr. **BOLLOM**, to approve Pay Application No. 1 as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board next addressed the construction of the District's maintenance facility. No action taken.

The Board next received reports from the Department, previously emailed out by Chief Mulligan. Chief Mulligan reviewed the report stating the Department EMS run volume had decreased by approximately 100 calls during the month of August to approximately five hundred (500). Chief Mulligan stated that the EMS trucks are being moved around based upon demand for posting and to optimize service to the District. After review, a Motion was made by Mr. **CLARKE** seconded by Mr. **RICE** to approve the Department reports as received. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

Chief Mulligan also provided information regarding the District's TCDRS contribution match rate. Chief Mulligan stated that the requested change was already budgeted inside of the 2022 budget previously approved by the Board. Following a discussion of same and examining the costs of the increased contribution, Mr. **CLARKE** made a Motion to raise the District's contribution match from 1:1.75 to 1:2.00 (a 2 to 1 match). Mr. **BOLLOM** seconded the Motion. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board then addressed matters related to COVID 19. Chief Mulligan stated fewer cases were reported in the Atascocita area. No action taken.

The Board next addressed thirty (30) day advance requests submitted by the Department. No requests were received by the Board.

The Board then addressed the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251. Chief Mulligan requested the sale of five (5) Next Edge portable radios to Eastex Fire Department for \$4,471. After review, a Motion was made by Mr. **CLARKE**, seconded by Mr. **RICE**, to approve the sale of surplus radios as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board next addressed repairs for equipment, apparatus and facilities in service to the District. No requests were received by the Board.

The Board then confirmed the date for the next regular meeting will be November 15, 2021 at the Maintenance Facility on 1501 Rustic Timbers Drive, Humble, Texas 77338. All commissioners in attendance found the date accommodating to their schedules. No specific requests were made for items to be placed on the November meeting agenda.

The Board did not exercise the option to enter Closed Session.

The Board took no action on real estate or personnel issues.

There being no further business brought before the Board, Mr. **CLARKE** made a Motion seconded by Mr. **RICE** to adjourn the meeting 7:43 P.M. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on November 15, 2021.



BUDDY RICE

Secretary of the Board