

**MINUTES OF THE JULY 18, 2022 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 July 18, 2022, 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 7:21 p.m., by **TOM TRUVER**, President. Those Commissioners present were **TOM TRUVER, BUDDY RICE, RON CLARKE, JOHN BOLLOM** and **JAMES CONE**. Chief of Department Mike Mulligan, Assistant Chief of EMS Sean Conley, Assistant Chief of Operations Terry Wygal, Director of ITC & Operations Support Mike Wassell, Director of Finance Mary Anne Sokol, District Counsel, Mr. Ira Coveler of Coveler & Peeler, P.C., Mr. Ricardo Martinez of Martinez Architects, and Mr. Joseph Ellis of McCall Gibson Swedlund Barfoot PLLC were also in attendance. Numerous members of the Atascocita Fire Department were also in attendance.

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

The Board next addressed the Station 29 reconstruction project. Mr. Ricardo Martinez of Martinez Architects presented an update on the project and made special note of the following matters:

1. Payment Application No. 10 in the amount of \$533,236 was being presented this evening.
2. The failed foundation piers – please reference the Martinez Architects reports for locations. Mr. Martinez stated the breaks in the slab at the 56th day were at 2580 PSI, instead of 3,000 PSI as required by the contract. Christensen Building Group is aware of the problem with the slab cores and updates will be forthcoming from Christensen Building Group. Mr. **CLARKE** and Mr. **CONE** addressed concerns with the break in the slab and what steps should be taken next. Mr. Martinez stated he will be following up with Christensen Building Group to discuss possible solutions to the slab problem and will present same to the Board.
3. Martinez Architects is currently reviewing submittals and RFI's from Christensen Building Group.
4. With respect to the project status, demolition of the existing Station 29 slab is complete.
5. Underground infrastructure is also complete.
6. All structural steel is on site and the building is currently being erected.

The Board next addressed the Fleet Maintenance Facility. Mr. Martinez presented an update on the project and made special note of the following matters:

1. Storm sewer outfall pipe is 90% installed. While hand digging a tunnel it was discovered there was an interference with the City of Humble waterline and Humble ISD infrastructure. Martinez Architects is coordinating with the City and ISD to resolve the conflict. No water pipes have been damaged.

2. Martinez Architects is coordinating with the fencing contractor to complete gate site fencing.

Thereupon after review, Mr. **TRUVER** made a Motion, seconded by Mr. **CONE** to approve the payment of the Tap Fee and Pay Application No. 10 in the combined amount of \$533,236.00. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The Board next addressed proposals for a feasibility study for training facility improvements. Mike Wassell stated further planning is taking place for the study and there was nothing to present to the Board at this time. No action taken.

The Board then addressed proposals for a feasibility study for Station 39 renovation. Mike Wassell stated further planning is taking place for the study and there was nothing to present to the Board at this time. No action taken.

The Board next received a report on strategic plan updates for the District. Chief Mulligan relayed the District's Strategic Plan. Chief Mulligan stated delays in receiving vehicles and ambulances are almost two (2) years and he confirmed this result with other Departments around the area. With the anticipated growth of the District, Chief Mulligan is asking for the Board to approve a Letter of Intent to purchase a chassis. He stated that this is only a letter of intent, and that the Board can cancel this purchase up to a hundred and twenty (120) days before delivery. Mr. **CLARKE** made a motion seconded by Mr. **BOLLOM** to approve a Letter of Intent to Purchase a chassis for the District. President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The Board then reviewed the District sales tax report prepared by Ms. Alberta Balderas and presented by Mary Anne Sokol. Ms. Sokol presented and explained the report to the Board stating the June 2022 sales tax totaled \$386,841.25 and for the month of July 2022 sales tax totaled \$406,124.70. Ms. Sokol stated the sales tax is up from July of 2021. Thereupon after review, Mr. **CONE** made a Motion, seconded by Mr. **RICE**, to accept the sales tax report as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The District next received a financial report prepared by Ms. Sokol, Director of Finance, for the period ended June 30, 2022. Ms. Sokol stated through June of 2022 the District's expenses were at fifty-six percent (56%) of budget and District revenues are at fifty-three percent (53%) of budget. Mr. **CONE** made a Motion, seconded by Mr. **RICE**, to accept the financial report as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0. For more detailed information concerning the District's financial condition, see the financial reports on file with the District.

The Board next addressed District bills and commissioner submittals. Mr. **CLARKE** made a Motion, seconded by Mr. **CONE**, to approve the payment of the District bills as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 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 next addressed item 10, regarding a review of the meeting minutes of May 16, 2022 and June 20, 2022. Thereupon after review, a Motion was made by Mr. **CONE**, seconded

by Mr. **RICE** to approve the Minutes of the regular meetings held May 16, 2022 and June 20, 2022. President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The Board next addressed to review, discuss and take action on the Department Reports. No action was taken.

The Board addressed item 12 to review, discuss and take action regarding lead times for planned future purchases of capital items pursuant to the District's strategic plan. No action was taken as this was addressed under item 6.

The Board next received a presentation from Assistant Chief Sean Conley regarding the justification for an additional medic unit to serve the District and take any necessary action regarding the report. Assistant Chief Sean Conley gave a hypothetical example to the Board of a day in April of 2022 with Medic 49 and without Medic 49. He explained as part of his presentation that a Level "0" means no one from the District is available to respond to the emergency call. When there was a Medic 49, only two Level "0's" occurred, while without Medic 49 six Level "0's" occurred. Assistant Chief Sean Conley reported without Medic 49 in 2019 there was a total of 92 days with Level "0's" and in 2022 there was a total of 107 days with Level "0's". Mr. **CLARKE** expressed his concern that having a fourth (4th) ambulance in service may be costing the ESD too much money. Chief Mike Mulligan told the Board that five (5) out of the six (6) vacancies were filled from last months compensation changes and the expense is not as high as expected to keep the 4th ambulance with those positions filled. No action taken.

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

The Board then 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 next addressed repairs for equipment, apparatus and facilities in service to the District. Mike Wassell informed the Board that Engine 29 was in service due to a drive line failure. Mr. Wassell stated that the cost to fix this repair will be submitted as an insurance claim. No action taken.


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

The Board took no action on real estate or personnel matters

The Board then confirmed the date for the next regular meeting will be held August 15, 2022. No specific requests were made for placement on the August meeting agenda.

There being no further business brought before the Board, Mr. **CLARKE** made a Motion seconded by Mr. **TRUVER** to adjourn the meeting 8:30 P.M. President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on September 19, 2022.



JOHN BOLLOM
District Secretary of the Board