

**MINUTES OF THE MAY 25, 2023, MEETING OF
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO 8**

A Meeting was duly called of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8**, which was held on May 25, 2023, at the District's facility located at 29530 Quinn Rd., Tomball, Texas 77375.

The Meeting was called to order at 6:02 p.m. by **MARCIA MOORE-SWINEHEART**, Board President. Those Commissioners present when the meeting commenced were **MARCIA MOORE-SWINEHEART**, **SCOTT HALLMARK** and **DAVID KIBLER**. **DAVID PACE** and **JOHN DILLON** were unable to attend. Also in attendance was Executive Director Brian Bayani and members of his staff, Randy Parr, the District's bookkeeper, and District legal counsel David Manley of Coveler & Peeler, P.C. A quorum being present and established, the meeting proceeded as scheduled.

4. To receive public comment.

The Board opened the floor to public comment. None was received.

5. To approve minutes from prior meeting(s).

A Motion was made by Commissioner **KIBBLER**, seconded by Commissioner **HALLMARK** to approve the minutes of the April meeting. By a vote of 3 to 0, the Motion carried.

6. To review and act on financial matters, including review and analyses of financial reports, payment of District bills, including investments, depositories and other accounts, audits, and Investment Policy.

The Board then addressed item 6, to receive and approve the District's financial report, including the financial condition of the District and the District's investments, and to pay district bills. Randy Parr presented the report. Commissioner **KIBBLER** made a motion, seconded by Commissioner **HALLMARK**, to approve the report as presented. By a vote of 3 to 0, the Motion carried. For additional and more detailed information, see the report on file created and submitted by Mr. Parr.

7. To review, discuss and act on budget amendments.

A motion was made by Commissioner **KIBLER**, seconded by Commissioner **HALLMARK** to add a budget line item to the budget for Fleet Cameras in the amount of 32,000. By a vote of 3 to 0, the Motion carried.

8. To receive a report from the Executive Director.

Director Bayani provided a summary of the Department's activity. Commissioner **KIBLER** made a Motion, seconded by Commissioner **HALLMARK**, to approve the report as presented. By a vote of 3 to 0, the Motion carried.

9. To review, discuss and act on adjustments to the District's insurance policies, including automobile liability, professional liability, workers compensation and health benefits.

No action.

10. To review, discuss and act on an agreement with TOMAGWA for transportation services.

Commissioner **HALLMARK** made a Motion, seconded by Commissioner **KIBLER** to approve agreement with TOMAGWA for transportation services. By a vote of 3 to 0, the Motion carried.

11. To review and act on the acquisition of apparatus, equipment, tools, technology, and supplies, including financing of same.

Commissioner **KIBLER** made a Motion, seconded by Commissioner **HALLMARK**, to upgrade current vehicle camera systems. By a vote of 3 to 0, the Motion carried.

12. To approve acquisition, maintenance, repairs and modification of real and personal property.

No action.

13. To review, discuss and act on any issues related to the construction of District facilities, including financing and engaging construction services.

Justin with Marinez architects provided an update on the District's current construction projects. He reported that they are anticipating that bids will go out by end of June, with responses received by third week of July. The current estimate is approximately \$5.7 mm. Once the estimate is finalized, a request for proposed financing will be prepared and distributed to potential lenders. No action taken.

14. To approve the disposition of property, including surplus and/or salvage property.

No action taken.

15. **To review, discuss and act on personnel matters, including policies, procedures and employee benefits.**

No action taken.

16. **To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and Tax Code §323.3022 to discuss sales tax matters.**

No action taken.

17. **To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**

No action taken.

18. **To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**

No action taken.

19. **To schedule the June, 2023 meeting.**

The Board set the next meeting for June 22, 2023, to commence at 6:00 p.m.

20. **Adjournment**

There being no further business brought before the Board, Commissioner **KIBLER** made a motion, seconded by Commissioner **HALLMARK** to adjourn. By a vote of 3 to 0, the Motion carried. The meeting was adjourned at 7:00 P.M.

The foregoing minutes were passed and approved by the District Board of Commissioners on June 22, 2023.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

By:



DAVID PACE
Secretary of the Board