

**MINUTES OF THE NOVEMBER 15, 2022, 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 November 15, 2022, at the District's facility located at 29530 Quinn Rd., Tomball, Texas 77375.

The Meeting was called to order at 6:00 p.m. by JOHN DILLON, Board Vice President. Those Commissioners present when the meeting commenced were **JOHN DILLON, DAVID PACE, SCOTT HALLMARK** and **DAVID KIBLER**. **MARCIA MOORE-SWINEHEART** was unable to attend. Also in attendance was Executive Director Brian Bayani and members of his staff, Randy Parr, the District's bookkeeper, Justin Meyers with Martinez Architects, and District legal counsel David Manley of Coveler & Peeler, P.C. A quorum being present and established, the meeting proceeded as scheduled.

The Board next addressed item 4 and opened the floor to public comment. None was received.

The Board next addressed item 5, to approve minutes for the prior meetings. No action taken.

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 **KIBLER** made a Motion, seconded by Commissioner **HALLMARK**, to approve the report as presented. By a vote of 4 to 0, the Motion carried. For additional and more detailed information, see the report on file created and submitted by Mr. Parr.

The Board then addressed item 7, to review and act on personnel compensation including payment of year-end bonuses. No action taken.

The Board then addressed items 8 through 11 together. A Motion was made by Commissioner **PACE**, seconded by Commissioner **KIBLER** to approve:

- Ratification of a continuing Contract with a private law firm pursuant to §6.30 of the Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract;
- Imposition of additional penalty on delinquent taxes pursuant to §33.07 of the Tax Code and adoption of a Resolution regarding same for taxes.
- Imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Tax Code and adoption of a Resolution regarding same; and the

- Imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Tax Code and adoption of a Resolution regarding same.

By a vote of 4 to 0, the Motion carried.

The Board then addressed item 12, to discuss and take action on and take action on proposals for Social Media Archiving Services. No action taken.

The Board then addressed item 13, to receive a report from the Executive Director. Director Bayani provided a summary of the Department's activity. Commissioner **HALLMARK** made a Motion, seconded by Commissioner **KIBLER**, to accept the report as presented. By a vote of 4 - 0, the Motion carried.

The Board then addressed items 14 through 16. No action taken.

The Board addressed item 17, regarding construction of new facilities. Mr. Meyers updated the Board on the proposed plans and costs associated with the construction of a new administration building. He informed the Board that it would take approximately 3 – 4 months to prepare a full design package. The Board requested additional information about the permitting process. No action taken.

The Board next addressed item 18 regarding disposition of property. A Motion was made by Commissioner **KIBLER**, seconded by Commissioner **HALLMARK**, to sell the 2015 Ford Interceptor as surplus. After discussion, the Motion passed 4 – 0.

The Board then addressed items 19 and 20. No action taken.

The Board next addressed item 21, regarding personnel matters, including policies, procedures and employee benefits. A Motion was made by Commissioner **KIBLER**, seconded by Commissioner **HALLMARK** to approve the District's Patient Financial and Privacy policies as presented. After discussion, the Motion passed 4 – 0.

The Board did not have any items for closed session.

The Board set the next meeting for December 15, 2022, to commence at 6:00 p.m.

There being no further business brought before the Board, Commissioner **KIBLER** made a motion, seconded by Commissioner **HALLMARK** to adjourn. By a vote of 4 to 0, the Motion carried.

The meeting adjourned at 7:35 P.M.

The foregoing minutes were passed and approved by the District Board of Commissioners on December 15, 2022.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

By: 

DAVID PACE
Secretary of the Board