

HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO. 47

MINUTES OF REGULAR MEETING
November 21, 2019

The Board of Directors of Harris County Emergency Service District No. 47 (“the District”) met in regular session, open to the public, on the 21st day of November 2019 at 7:00 p.m. at the Westlake Fire Department, 19636 Saums Rd., Houston, TX 77084, a designated meeting place of the Board. The roll was called of the duly constituted members of the Board, to-wit:

Brian Havran	President
John P. Blanke	Vice-President
Sonia Yost	Treasurer
Gilberto Porras	Secretary and Records Retention Officer
Mitchell Copeland	Assistant Secretary and Assistant Treasurer

All commissioners were present except Commissioner Copeland and Yost.

Also present were W.A. “Butch” Callegari, Jr. of Callegari Law Firm, PC, Attorney for the District (“Attorney”); Olivia Cuellar of Precision Utility, LLC, the District’s Bookkeeper (“Bookkeeper”); Mark Palmer, Fire Chief of Westlake Volunteer Fire Department and Ginny Valls, Fire Department bookkeeper (“bookkeeper”).

Commissioner Havran called the meeting to order at 7:25p.m., and the following business was transacted.

Public comment was the first matter of business to come before the Board. As there were no members of the public wishing to speak, the matter was deferred.

The approval of minutes from the regular scheduled meeting was given consideration. Comm. Havran had one suggested correction. This correction would state Westlake Fire Department has exclusive power to respond to 911 calls.

After review Comm. Blanke made a motion to accept the minutes from the October regular scheduled meeting. Comm. Porras seconded the motion and the motion was unanimously accepted by the District. The minutes from the September regular scheduled meeting were deferred.

The sales and use tax report was not available. Attorney Callegari has reviewed the updated contract and the fee has increased. Comm. Havran stated the budget has already been completed and feels that this should have been brought to the District earlier. There has also

been some difficulty getting emails to him as they come back and the monthly reports are not always available. The accounts are being reviewed however. The matter was then deferred.

Commissioner Havran then recognized Olivia Cuellar for consideration of the Bookkeeper's report for the month of October 2019. The report was reviewed by the District. The Bancorp South MMA has been closed. Ms. Cuellar corrected the pledge securities report as there was an error previously. The District hopes to have the remaining Bancorp South accounts closed by year end. A check will be written to Compass Bank and then we will close the account.

After review, Comm. Porras' motion, seconded by Comm. Blanke, to approve the Bookkeeper's report, the District's Financial Report, Investment Report, and payment of the bills as presented, received unanimous consent of the Board.

The adoption of the Compass Bank Pledge Agreement was deferred.

There was no need, at this time, to amend the budget.

Commissioner Havran recognized Chief Palmer for consideration of the Fire Department report for the month of October. He presented the written monthly report detailing the number of calls by category and the overall response times. Chief Palmer stated that the volunteers were faster in response times than the career firefighters. Response time is 4:47. The Murphy beds have been installed. Chief Palmer had nothing to report on the tower. The haunted house was shut down by the fire marshal but Joe Driver organized a Truck or Treat that was a big hit. Westlake will also be hosting a Winterfest for the community. The utility vehicle should be ready around January 6, 2020. The next badge ceremony will be January 4, 2020. Blood Draws for life scan starts December 11 and goes until the 13th. The physical exams will be in January. Air packs are in and the Squad has been ordered. There was only one issue this past month. A member had been recently removed and HPD SVU came to the station looking for him for other charges. Comm. Blanke stated that a family in Westgreen has had to call 911 a couple of times recently and has been happy with the responding units. The banquet was a success and Chief Palmer was not expecting anything for his 35th anniversary with the department. ESD 48 – We need to get the radios we provided to them back. Chief Palmer recently ordered 12 radios for the officers that do not currently have digital compatible radios.

Upon motion by Comm. Blanke and seconded by Comm. Porras, the Board unanimously approved the Fire Department report.

Property line fence repair was deferred. Chief Palmer stated there is one section incomplete but he cannot get in touch with the contractor.

The District's open records policy request fee was deferred.

The acquisition of additional land was deferred. A "sold" sign is on the property the District was looking at. Attorney Callegari left messages for them and now understands why they were not returned.

Item 11 and 12 were deferred.

Attorney Callegari stated that the District authorizes audits in December along with discussing the investment policy and officers. He also stated that next year the tax rules will change and certain amount will require an election. Senate Bill 2 was discussed. Attorney Callegari stated that we will need to see how it plays out and possibly approve budgets early. This would mean the District would need the budget from the Department in June. Attorney Callegari will share all information he received regarding this matter as he receives it. The next meeting will be December 19, 2019. Chief Palmer asked if the Commissioners were interested in life scan. Comm. Blanke feels the District should cover the cost for this.

THERE BEING NO FURTHER DISTRICT BUSINESS TO CONDUCT, Comm. Blanke's motioned for adjournment at 8:11 p.m. Comm. Porras seconded the motion, which received the Board's unanimous consent.

Passed and approved (date)

Secretary

Gilberto Porras,