



# Harris County Emergency Services District #20

12820 TC Jester Blvd • Houston, Texas 77038  
281-448-4084 Office • 281-583-1084 Fax

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## MINUTES OF THE MAY 12, 2022 REGULAR MEETING

**MEMBERS PRESENT:** JOHNNIE PHOENIX ALDRIDGE, JODY PHAM TRUONG, JEANNET LOUNNIVONGSA, JANE GUEVARA, AND CARMON SMITH

**MEMBERS ABSENT:** None.

**GUESTS:** See attached Sign-In Sheet

### **PUBLIC MEETING NOTICE POSTED AT:**

Harris County Clerk's office, Houston, TX 77251  
Station 41, 2950 Washington, Houston, TX 77038  
Station 42, 5335 Green Pines Lane, Houston, TX 77066  
Station 43, 7706 Fallbrook Dr., Houston, TX 77086  
Station 44, 12820 TC Jester BLVD., Houston, TX 77038

### **AGENDA ITEM 1 - CALL TO ORDER:**

The meeting was called to order by President Carmon Smith at 7:24 PM.

### **AGENDA ITEM 2 – COMMENTS FROM THE PUBLIC:**

No comments.

### **AGENDA ITEM 5- TO DISCUSS AND TAKE ACTION ON THE SALES TAX PAYBACK LETTER RECEIVED FROM TEXAS COMPTROLLER**

### **AGENDA ITEM 17 - EXECUTIVE SESSION: TO DISCUSS AND TAKE ACTION ON PERSONNEL ISSUES PURSUANT TO SECTION 551.074, GOVERNMENT CODE TO DISCUSS DISTRICT'S POSSIBLE REAL PROPERTY ACQUISITION:**

Session held from 7:27 to 7:47.

### **AGENDA ITEM 18 – TO TAKE ANY OTHER NECESSARY ACTION FROM EXECUTIVE SESSION:**

Jane Guevara made a motion to enter into a 16-month payback agreement with the Texas Controller for the sales tax overpayment and approve District President Carmon Smith the sign on behalf of the district; seconded by Jody Pham-Truong; passed 5-0.

### **AGENDA ITEM 9- TO DISCUSS AND TAKE ACTION ON RENEWING CONTRACT WITH HDL COMPANIES FOR SALES TAX CONSULTING**

Carmon Smith made a motion to approve new contract with HDL as presented with an effective date of March 1st; seconded by Johnnie Phoenix Aldridge; passed 5-0.



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## **AGENDA ITEM 7 – TO DISCUSS AND TAKE ANY NECESSARY ACTION ON AN ARCHITECT FOR NEW FIRE STATION 42**

Jane Guevara made a motion to enter into a contract with Martinez Architects, LP for new Fire Station 42; seconded by Carmon Smith; passed 5-0.

President Carmon Smith appoints a new station construction committee of Commissioners Carmon Smith and Jane Guevara, and Fire Department representatives Designated by Chief Wesley Cole (Wesley Cole, JC Marshall and An Nguyen).

## **AGENDA ITEM 8 – TO DISCUSS SITE FOR NEW FIRE STATION AND TAKE NECESSARY ACTION FOR RE-PLAT OF SITE, INCLUDING HIRING CONSULTANT TO HANDLE RE-PLATTING PROCESS.**

To be completed by Martinez Architects, LP as part of the contract.

## **AGENDA ITEM 3 – TO DISCUSS STATUS OF MINUTES FROM APRIL 7, 2022 REGULAR MEETING**

Carmon Smith made a motion to accept the minutes written for the April 7<sup>th</sup>, 2022, meeting; seconded by Jody Pham Truong; passed 5 - 0.

## **AGENDA ITEM 4 – TREASURER’S REPORT:**

Reviewed checks presented. (See attached) Jane Guevara made a motion to accept the financial report and to ratify and pay expenses and approve investments; seconded by Jody Pham Truong; passed 5 - 0.

## **AGENDA ITEM 5 - FIRE DEPARTMENT REPORT:**

Fire department report presented by Chief Wesley Cole. This report (please see attached) included information for April 2022. Motion made to accept the report by Jody Pham Truong; seconded by Jane Guevara; passed 5 - 0.

## **AGENDA ITEM 10 & 11 – TO DISCUSS DISTRICT’S 2021 AUDIT AND ANY ASSOCIATED ISSUES AND CLARIFY ISSUES PREVIOUSLY DISCUSSED AND RESOLVED IN CONNECTION WITH THE DISTRICT’S 2020 AUDIT.**

2021 audit is in progress to be completed by McCall Gibson Swedlund Barefoot PLLC.

Carmon Smith moved to clarify that the amounts paid by the District to NWVFD in 2019 and 2020 which are shown on the District’s 12/31/2020 balance sheet as Prepaid Expenses in the amount of \$378,583 were approved by the District at the time such amount were paid to the NWVFD, and affirm that all such amount and expenses were approved and authorized as valid and appropriate expenses incurred by NWVFD on behalf of the District. The motion was seconded by Johnnie Phoenix Aldridge, and was approved by a vote of 5 ayes and 0 nos.

## **AGENDA ITEM 12 – TO DISCUSS AND TAKE ANY NECESSARY ACTION TO AMMEND THE DISTRICT’S 2022 BUDGET:**

Carmon Smith made a motion allocate an additional \$82,000 to the Northwest Volunteer Fire Department to cover the increase in health insurance premiums for 2022 and amend the district’s 2022 budget to reflect the allocation. Seconded by Jody Pham Truong; passed 5 - 0.



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## **AGENDA ITEM 13 – TO DISCUSS AND TAKE ANY NECESSARY ACTION TO AMMEND THE NWVFD'S 2022 BUDGET:**

Budget to be amended to reflect the additional allocation for Health Insurance.

## **AGENDA ITEM 14 – TO SCHEDULE THE JUNE 2022 DISTRICT MEETING:**

Meeting set for June 9<sup>th</sup>, 2022, at 7:15pm.

## **AGENDA ITEM 15 – TO DISCUSS AND TAKE ANY NECESSARY ACTION CONCERNING DISTRICT PROPERTY:**

Deferred.

## **AGENDA ITEM 16 – ATTORNEY'S REPORT: OTHER ISSUES AND MATTERS:**

Recommended a commissioner to review the monthly Sales Tax Reports and have HDL come to the meetings quarterly.

Provided status of pending litigation.

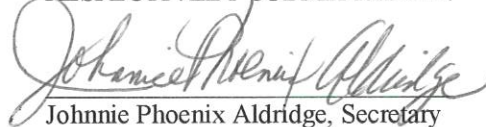
## **AGENDA ITEM 18 – TO TAKE ANY OTHER NECESSARY ACTION FROM EXECUTIVE SESSION:**

No action.

## **AGENDA ITEM 14 – ADJOURNMENT**

With no further business to be considered, the meeting was adjourned by Carmon Smith; seconded Jody Pham Truong; passed 5-0 at 8:50 PM.

RESPECTIVELY SUBMITTED BY:

  
Johnnie Phoenix Aldridge, Secretary