

Special Meeting Minutes
Harris County Emergency Services District No. 7

The Board of Commissioners of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 7** held a meeting on **March 4, 2021 at 6:30 p.m.** at the following location in the District, **Spring Fire Department Administration Building, 656 East Louetta Road, Spring, Texas 77373.**

Due to the status of COVID-19 in the County some people appeared via teleconference.

Bob Schmanski	President	(Present at the meeting location)
Melanie Gander	Vice-President	(Absent)
Keith Willingham	Secretary	(Present at the meeting location)
Todd Anderson	Treasurer	(Present at the meeting location)
Gayle Fuller	Asst. Secretary/Treasurer	(Present at the meeting location)

Also in attendance:

Scott Seifert, Fire Chief, Spring Fire Department - **(Present at the meeting location)**
Robert Logan, Spring FD Assistant Fire Chief - **(Present Via Tele-Conference)**
Scott Schoonover, Spring FD Deputy Chief - **(Present Via Tele-Conference)**
John Peeler, Coveler & Peeler, District Legal Counsel - **(Present Via Tele-Conference)**
Tim Burke, Spring FD IT Manager - **(Present at the meeting location)**
Shannon Taylor, HCESD7 Administrator - **(Present at the meeting location)**

Call meeting to order.

Commissioner Bob Schmanski called the meeting to **ORDER** at 6:30 p.m.

To receive public comment.

No public comment was made.

- 3. 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 closed session or action taken by the Board.

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

No closed session or action taken by the Board.

To review and take action on real estate matters, including the sale or purchase of real property and any actions related to same, including site work, permits, encumbrances, and the engagement or termination of services related to the sale or purchase of real property or related actions.

District legal counsel reported that he is in contact with Smith-Tex Services regarding the clearing on the Leo property as required by the sale contract. Mr. Peeler reported we are still awaiting insurance and related documents from the contractor before Mr. Schmanski can issue the notice to proceed to the contractor.

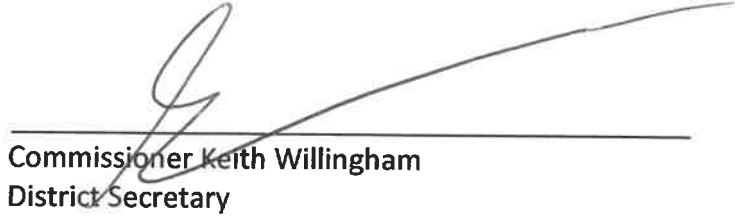
To review and take any action regarding construction, improvements, repairs renovations to real property, facilities and stations, including construction payments, change orders, permits, engaging architect(s) or engineer(s), and selecting contractor(s), including but not limited to operations, administrative or maintenance facilities and all emergency services stations.

Chief Seifert reviewed information with the Board regarding the discussion with Abercrombie regarding the preferred delivery method for the construction of the training and logistics facilities. He reported that they discussed having the elements of the training field delivered via the Construction Manager at Risk (CMAR) option. Chief Seifert and District legal counsel reviewed the benefits of using this method. Mr. Peeler stated that he supports using the CMAR option.

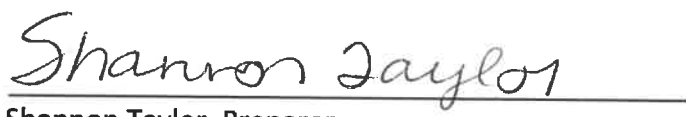
The Board generally discussed the overall plan with each portion or building constructed as a different phase, possibly broken out by year. For example, Phase 1 - Infrastructure, Phase 2 - Logistics Building, Phase 3 - Training Props, Phase 4 - Education Building.

- 1) Commissioner Schmanski moved to approve the District plans to carry out the new Logistics and Training Facility in a series of Construction Manager at Risk (CMAR) projects. Second by Commissioner Fuller. Motion approved 4-0.
- 2) Commissioner Schmanski moved to designate Abercrombie Planning + Design as the master designer and to lead the selection of the local design team, including authorizing Abercrombie Planning + Design to develop the RFQ for the design team. Second by Commissioner Anderson. Motion approved 4-0.
- 3) Commissioner Schmanski moved to authorize Abercrombie Planning + Design to engage a cost estimator for the Logistics and Training Field project. Second by Commissioner Anderson. Motion approved 4-0.

There being no further business brought before the Board, or any further public comment. Motion to adjourn made by Commissioner Schmanski, second by Commissioner Fuller. The meeting is adjourned at 6:47 p.m.



Commissioner Keith Willingham
District Secretary



Shannon Taylor, Preparer