

Special Meeting Minutes
Harris County Emergency Services District No. 7

The Board of Commissioners of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 7** held a special meeting on **March 24, 2022 at 6:30 p.m.** at the following location in the District, **Spring Fire Department Administration Building, 656 East Louetta Road, Spring, Texas 77373.**

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

Also in attendance:

Scott Seifert, Fire Chief, Spring Fire Department - **(Present at the meeting location)**
Greg Thrower, Special Legal Counsel for real estate - **(Present via phone)**
Shannon Taylor, HCESD7 Administrator - **(Present at the meeting location)**

Call meeting to order.

Commissioner Melanie Gander 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.**

No closed session was held under item 3 of the agenda.

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

No closed session was held under item 4 of the agenda.

- 5. 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.**

Regarding the sale of the District's "Leo Property", Special Counsel Greg Thrower reported on the infrastructure development under the Development Agreement which was part of the sale transaction reporting that the Buyer has informed him of the following progress:

The detention pond is approximately 90% complete.

Fill dirt is being spread and compacted on the site at approximately 90% completion.

The storm drain is not yet installed.

The drainage tie-in is expected to be complete by mid-April.

When the completion reaches a certain level, the Buyer will request release of \$300,000 of the escrowed \$375,000 under the sale and development agreement contracts, but they are not making the request at this time.

Regarding the 11.186 acres purchased on Brandt Road, Spring TX 77373 near the SFD training facility site:

Commissioner Gander moved to approve the proposal as presented, from DCH Environmental Consultants for a Phase I Environmental Site Assessment on the 11.186 acres on Brandt Road. Second by Commissioner Anderson. Motion approved 4-0.

Commissioner Fuller moved to approve the proposal as presented from South Texas Surveying Associates, Inc. for a Commercial Land Title Survey on the 11.186 acres on Brandt Road. Second by Commissioner Anderson. Motion approved 4-0.

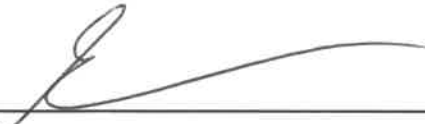
- 6. To review and take any action regarding construction, improvements, repairs, renovations to real property, facilities and stations, including construction payments, change orders, permits, engaging architect(s) or engineer(s), and selecting contractor(s), and improving contracts for same, including but not limited to administrative or maintenance facilities, training facilities and stations.**

Commissioner Mills advised the Board on his conversation with SpawGlass and their preconstruction contract. Discussions of how project time is billed and costs are configured. SFD would like to break ground this year (2022) on the project.


Commissioner Gander moved to approve SpawGlass' Preconstruction Contract as presented. Second by Commissioner Mills. Motion approved 4-0.

Commissioner Mills recommends hiring an engineering firm to address the construction damage to Station 77. Areas of concern include cracked station bay floors and interior floor tile, some doors won't close. Commissioner Mills suggested replacing the floor tile in the building with polished concrete and adding pilings in the concrete to stabilize the foundation. Discussions will continue.

There being no further business brought before the Board, or any further public comment. Motion to adjourn made by Commissioner Gander. The meeting is adjourned at 6:56 p.m.



Approved by



Shannon Taylor, Preparer