

MINUTES OF MARCH 21, 2025 MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46

A public meeting was duly called by the Board of Commissioners of **Harris County Emergency Services District No. 46** on **March 21, 2025** which was held at the **Atascocita Fire Department Headquarters Building** located at **18425 Timber Forest Drive, Humble, Texas 77346**.

CALL MEETING TO ORDER, ROLL CALL AND ESTABLISH A QUORUM.

The meeting was called to order at 5:15 p.m. by **Tom Truver**, President of the Board and Chairman of the meeting.

President **Truver** announced that a quorum was present. Those Commissioners present for the meeting were:

Tom Truver	President	Present
Buddy Rice	Vice President	Absent
John Bollom	Treasurer	Present
Ron Clarke	Secretary	Present
James Cone	Asst. Sec/Treas.	Present

Also present at the meeting were Chief of the Department, Mike Mulligan, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Mary Anne Sokol, Ira Coveler and Melissa Wiggins (arriving 5:25 p.m.) of Coveler & Peeler, P.C., District legal counsel, and members of the Fire Department and public.

JOIN TOGETHER IN THE PLEDGE OF ALLEGIANCE.

The District Commissioners and other persons present at the meeting joined together to recite the Pledge of Allegiance to the United States and Texas.

TO RECEIVE PUBLIC COMMENT.

The Board first opened the floor to public comment, though none was forthcoming.

TO RECEIVE AN ANNUAL REPORT REGARDING THE FINANCIAL AND ECONOMIC PROJECTIONS FOR THE DISTRICT FROM EVO AND TAKE ANY NECESSARY ACTION RELATED TO THE REPORT.

The Board then agreed to table the presentation of the District's economic report by EVO for the April meeting. No further action was taken.

TO REVIEW, DISCUSS AND TAKE ACTION ON ANY MATTERS RELATED TO THE STATION 29 CONSTRUCTION PROJECT AND REPAIRS TO THE STATION 29 HVAC SYSTEM.

The Board next reviewed matters related to the Station 29 project and HVAC system installation. After discussion, Mr. **Clarke** made a Motion, seconded by Mr. **Cone**, to approve the report as presented. The Motion passed by a vote of 4 to 0.

TO REVIEW, DISCUSS AND TAKE ANY NECESSARY ACTION RELATED TO THE CONSTRUCTION OF THE DISTRICT'S MAINTENANCE FACILITY.

The Board then reviewed updates related to the District's maintenance facility. No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION ON PAY APPLICATIONS PRESENTED.

At this time, MACO Pay Application No. 8 in the amount of \$85,504.34 was presented for approval and payment. After review, Mr. **Bollom** made a Motion, seconded by Mr. **Cone**, to approve payment of the pay application as presented. The Motion passed by a vote of 4 to 0.

TO RECEIVE A SALES TAX REPORT FROM ESD TAX MANAGEMENT SERVICES.

Next, President **Truver** provided the District's sales tax report, stating that allocations for the month of March totaled \$450,639.11, approximately \$61,049.09 higher than the same month in 2024. After discussion, Mr. **Bollom** made a Motion, seconded by Mr. **Clarke**, to approve the report as presented. The Motion passed by a vote of 4 to 0.

TO RECEIVE A FINANCIAL REPORT AND TAKE ANY NECESSARY ACTION REGARDING THE REPORT.

The Board then received the financial report from Ms. Mary Anne Sokol who stated that current bank balances totaled \$16,455,739.37. She further advised that recent large payments included the District's VFIS insurance payment, Pay Application No. 8 as approved in this meeting, and a payment to Eastex Fire Department for costs related to the new combined channel radio system. After review, Mr. **Bollom** made a Motion, seconded by Mr. **Cone**, to approve the report as presented. The Motion passed by a vote of 4 to 0.

TO PAY DISTRICT BILLS AND APPROVE COMMISSIONER SUBMITTALS PURSUANT TO TEXAS HEALTH AND SAFETY CODE §775.038(A-1).

The Board next addressed District bills and Commissioner submittals. After review, Mr. **Cone** made a Motion, seconded by Mr. **Clarke**, to approve the bills and submittals as presented. The Motion passed by a vote of 4 to 0.

TO CONDUCT AN ANNUAL REVIEW OF THE DISTRICT'S INVESTMENT POLICY AND TAKE ANY RELATED ACTION.

Mr. Coveler then addressed the District's Investment Policy, advising the Board that the policy was legally required to be reviewed and adopted on an annual basis. At this time, no material changes were being recommended to the District's current policy, though it was necessary to appoint a District Investment officer. After review, Mr. **Clarke** made a Motion, seconded by Mr. **Cone**, to appoint Mr. **Bollom** as the District's Investment Officer, and to approve the adoption of the Investment Policy as discussed. The Motion passed by a vote of 4 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION TO GRANT TAX EXEMPTIONS FOR 2025.

Mr. Coveler next discussed potential tax exemptions for 2025. Based on information stemming from the current legislative session, Mr. Coveler advised the Board against changing its

exemptions at this time. After discussion, Mr. **Bollom** made a Motion, seconded by Mr. **Cone**, to adopt the following exemption rates for 2025:

Homestead:	0%
Over 65:	\$50,000
Disability:	\$50,000

Thereafter, the Motion passed by a vote of 4 to 0.

TO APPROVE THE MINUTES OF PRIOR MEETING(S).

The Board then reviewed the February 17, 2025 meeting minutes. After review, Mr. **Bollom** made a Motion, seconded by Mr. **Clarke**, to approve the minutes as presented. Thereafter, the Motion passed by a vote of 4 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION ON THE DEPARTMENT REPORTS.

Chief Mulligan next provided the monthly Department report, especially noting the significant decrease in EMS calls in 2025 compared to the same time period in 2024 with the City of Houston. After discussion, Mr. **Bollom** made a Motion, seconded by Mr. **Cone**, to approve the reports as provided. The Motion passed by a vote of 4 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS OF THIRTY (30) DAY ADVANCE REQUEST(S) FOR NECESSARY PURCHASES RELATED TO THE PROVISION OF EMERGENCY SERVICES IN ACCORDANCE WITH THE CURRENT DISTRICT BUDGET.

The Board took no action regarding advanced submittals.

TO REVIEW, DISCUSS AND TAKE ACTION FOR THE SALE OR DISPOSAL OF OBSOLETE SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH AND SAFETY CODE §775.0735.

Mr. Wassell next presented a list of items for sale or disposal, including cubicles from the fleet facility. After review, Mr. **Bollom** made a Motion, seconded by Mr. **Clarke**, to approve the disposal of property as discussed. Thereafter, the Motion passed by a vote of 4 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION ON ANY NECESSARY REPAIRS OF EQUIPMENT, APPARATUS AND FACILITIES IN SERVICE TO THE DISTRICT.

The Board took no action regarding the repair of District assets.

TO RECEIVE A REPORT FROM THE GOVERNMENTAL RELATIONS COMMITTEE REGARDING THE 2025 LEGISLATIVE SESSION.

At this time, Chief Mulligan and Mr. Coveler updated the Board regarding current legislation under consideration including bills related to election reform, sales tax payments, first responder mental health programs, lobbying through use of public funds; annexation regulation, property tax reform; amongst other things. No action was taken by the Board.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL OR TO DISCUSS SALES TAX MATTERS AS PERMITTED BY TAX CODE §323.3022.

The Board did not meet in Closed Session to consult with legal counsel.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.074 TO DISCUSS PERSONNEL MATTERS.

The Board convened in Closed Session at 5:33 p.m. to discuss personnel matters.

The Board reconvened in Open Session at 5:39 p.m. At this time, Mr. **Bollom** made a Motion, seconded by Mr. **Cone**, to approve action related to the Fire Chief's salary as discussed in Closed Session. The Motion passed by a vote of 4 to 0.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REGARDING REAL ESTATE MATTERS.

The Board did not meet in Closed Session to deliberate real estate matters.

REVIEW AND TAKE ACTION ON DISTRICT REAL ESTATE MATTERS AND PERSONNEL MATTERS.

The Board took no action regarding personnel or real estate matters.

DISCUSS ANY NEW ITEMS WHICH NEED TO BE ON THE AGENDA FOR THE SUBSEQUENT DISTRICT MEETINGS, INCLUDING THE REGULAR DISTRICT MEETING SET FOR APRIL 21, 2025.

The Board then confirmed the next meeting for April 21, 2025 at 7:00 p.m.

RECEIVE ANY ANNOUNCEMENTS FROM THE BOARD OF COMMISSIONERS OR THE DEPARTMENT STAFF.

President **Truver** and Mr. **Bollom** commented on the recent wildfires in San Jacinto County, noting the attention that response effort had brought to ESDs in the area. Mr. **Bollom** further advised that one (1) home had been lost to the fire, belonging to a fellow employee of his private employer.

ADJOURNMENT.

There being no further business brought before the Board, Mr. **Bollom** made a Motion, seconded by Mr. **Clarke** to adjourn the meeting at 5:45 p.m. Thereafter, President **Truver** called for a vote and the Motion passed by a vote of 4 to 0.

The foregoing minutes were approved by the Board of Commissioners on April 21, 2025.

By: _____

RON CLARKE
Board Secretary