

**MINUTES OF SEPTEMBER 15 ,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 **September 15, 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 7:06 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	Present
John Bollom	Treasurer	Absent
Ron Clarke	Secretary	Present
James Cone	Asst. Sec/Treas.	Present

Also present at the meeting were Chief of the Department, Mike Mulligan, Assistant Fire Chief Terry Wygal, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Mary Anne Sokol, Ricardo Martinez of Martinez Architects, Ira Coveler and Melissa Wiggins 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.

RECOGNITION OF PROMOTIONS, COMMENDATIONS, AND AWARDS FOR DISTRICT FIREFIGHTERS, FIRE OFFICERS AND ADMINISTRATIVE STAFF.

At this time, Chief Mulligan, along with Chief Wygal, presented recognition and awards to members of the Department related to recent promotions and years of service with the Department.

TO REVIEW, DISCUSS AND TAKE ACTION ON ANY MATTERS RELATED TO THE DISTRICT'S CONSTRUCTION PROJECTS.

Mr. Ricardo Martinez of Martinez Architects next advised the Board regarding the Maintenance Facility project, that a meeting was scheduled for September 16th with the Humble

ISD Facilities Director to coordinate further work on the project, including matters related to the detention pond, and requested water easement. Additional meetings had already been held with contractors related to the project. Solicitations related to the water and sprinkler systems were due September 16th, and recommendations for the project would be provided to the Board in October. Mr. Martinez then advised that an agreement for services by his firm had also been submitted for Board approval, related to design drawings for the project.

Mr. **Cone** then inquired about the door repairs at Station 29, and was told that a replacement door had been installed.

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

The Board took no action regarding pay applications.

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

President Truver next presented the District's Sales Tax Report, stating allocations for the month totaled \$863,235.69, with a year-to-date allocation total of \$4,409,359.16. After review, Mr. **Clarke** made a Motion, seconded by Mr. **Cone**, to approve the report as presented. Thereafter, the Motion passed by a vote of 4 to 0.

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

Ms. Mary Anne Sokol then presented the monthly financial report, stating current bank balances totaled \$13,161,718.15. Budgetary expenses were within expected parameters, and no special items of note were discussed. After review, Mr. **Clarke** made a Motion, seconded by Mr. **Cone**, to approve the report. Thereafter, 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 reviewed District bills for payment. After review, Mr. **Rice** made a Motion, seconded by Mr. **Cone**, to approve payment of the bills as presented. Thereafter, the Motion passed by a vote of 4 to 0.

TO APPROVE THE MINUTES OF PRIOR MEETING(S).

The Board next reviewed the minutes of the August 18, 2025 Board meeting. After review, Mr. **Cone** 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 reviewed the monthly Department reports, advising that eight (8) responses had been made to the City of Houston, and eleven (11) responses were made to the City of Humble during the prior month. After review, Mr. **Rice** made a Motion, seconded by Mr. **Cone**, to approve the reports as presented. Thereafter, 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.

No action was taken by the Board regarding advance requests.

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, along with the old HVAC unit from Station 29, for disposal. After review, Mr. **Cone** made a Motion, seconded by Mr. **Rice**, to approve the disposal of items as presented. Thereafter, the Motion passed by a vote of 4 to 0.

TO REVIEW, DISCUSS AND ACT REGARDING PURCHASE REQUESTS AND REQUISITIONS, AND ACQUISITIONS, REPAIRS OR MAINTENANCE RELATED TO DEPARTMENT, FACILITIES, APPARATUS, VEHICLES, TECHNOLOGY, AND EQUIPMENT IN SERVICE TO THE DISTRICT.

a. Acquisition of new District apparatus pursuant to the District's Capital Replacement Plan

Mr. Wassell next updated the Board regarding the District's Capital Replacement Plan, and advised that specs for a new pumper and aerial apparatus would be presented in October. Costs for the apparatus were anticipated to total \$1,300,000 for the pumper, and \$2,500,000 for the aerial, each with a lead time of thirty (30) to thirty-six (36) months. The new apparatus would replace existing fleet vehicles. Mr. **Clarke** inquired about the apparatus prices, and placing the current aerial in reserve when the new model was received. Chief Mulligan advised that the reserve would be useful to the District when the regular apparatus was being serviced or repaired, ensuring continuous service in the District without depending on mutual aid partners. Mr. **Cone** advised the reserve apparatus could also be used to training to avoid the risk of leaving the truck idle. Mr. Wassell advised that the apparatus purchases would be financed closer to the time they were ordered.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING A REQUEST FOR PROPOSAL SOLICITATION FOR THE FLEET MAINTENANCE DOMESTIC WATER AND FIRE SPRINKLER SYSTEM INSTALLATION

Mr. Wassell advised the Board that solicitations for the District's Fleet Maintenance project were due by 2:00 p.m. on September 16th. No further action was taken.

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 did not meet in Closed Session to discuss personnel matters.

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 regarding real estate matters.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE DISTRICT'S LITIGATION WITH CHRISTENSEN BUILDING GROUP, LLC

Mr. Coveler advised the Board that all but two (2) subcontractors had submitted release paperwork, and received final payments related to the Station 29 project. He informed the Board the litigation with Christensen Building Group, LLC had been settled for \$213,000.

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

No action was taken by the Board.

DISCUSS ANY NEW ITEMS WHICH NEED TO BE ON THE AGENDA FOR THE SUBSEQUENT DISTRICT MEETINGS, INCLUDING THE REGULAR DISTRICT MEETING SET FOR OCTOBER 20, 2025.

The Board then confirmed the next meeting for Monday, October 20, 2025. Commissioner **Rice** advised he would not be present for the October meeting.

At this time, the Board returned to Agenda item No. 4 to present the remaining service awards to late arriving Department members.

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

No announcements were made by the Board or Department staff.

ADJOURNMENT.

There being no further business brought before the Board, Mr. **Cone** made a Motion, seconded by Mr. **Rice**, to adjourn the meeting at 7:39 p.m. Thereafter, the Motion passed by a vote of 4 to 0.

The foregoing minutes were reviewed and approved by the Board of Commissioners on October 20, 2025.

By: 

Ron Clarke
Secretary