

**MINUTES OF NOVEMBER 13, 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 **November 13, 2025** at **7:00 p.m.**, 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 7:00 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	Present
Ron Clarke	Secretary	Present
James Cone	Asst. Sec/Treas.	Absent

Also present at the meeting were Chief of the Department, Mike Mulligan, Assistant Chief of EMS Sean Conley, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Mary Anne Sokol, 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.

No public comment was forthcoming.

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

Chief Conley and the Board next presented awards to District personnel related to years of service with the Department.

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

Mr. Wassell advised that the domestic water project at the fleet maintenance facility was ongoing, with a proposed contract to be discussed later in the meeting. No action was taken by the Board.

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

No action was taken by the Board.

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

The sales tax report was tabled for presentation at the December Board meeting. No action was taken by the Board.

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

Ms. Mary Anne Sokol then presented the monthly financial report, stating bank balances as of October 31st totaled \$11,622,352.49. Budgetary expenses were within expected parameters, and no special items of note were discussed. After review, Mr. **Bollom** made a Motion, seconded by Mr. **Rice**, 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 Commissioner submissions. After review, Mr. **Rice** made a Motion, seconded by Mr. **Clarke**, to approve the submittals as received. Thereafter, the Motion passed by a vote of 4 to 0.

TO REVIEW AND TAKE ACTION ON THE RATIFICATION OF A CONTINUING CONTRACT WITH LINEBARGER GOGGAN BLAIR & SAMPSON, LLP PURSUANT TO §6.30 OF THE TAX CODE FOR THE COLLECTION OF DELINQUENT DISTRICT AD VALOREM PROPERTY TAXES AND PROVIDING FOR THE PAYMENT OF UP TO 20% OF THE DELINQUENT TAXES, PENALTIES, AND INTEREST WHICH ARE COLLECTED BY THE ATTORNEY UNDER SAID CONTRACT.

TO DISCUSS AND TAKE ACTION ON THE IMPOSITION OF ADDITIONAL PENALTY ON DELINQUENT TAXES PURSUANT TO §33.07 OF THE TAX CODE AND ADOPTION OF A RESOLUTION REGARDING SAME FOR TAXES.

TO DISCUSS AND TAKE ACTION ON THE IMPOSITION OF ADDITIONAL PENALTY ON DELINQUENT TAXES TO DEFRAY COSTS OF COLLECTION BY THE DISTRICT'S DELINQUENT TAX ATTORNEY, PURSUANT TO §33.08 OF THE TAX CODE AND ADOPTION OF A RESOLUTION REGARDING SAME.

TO DISCUSS AND TAKE ACTION ON THE IMPOSITION OF EARLY ADDITIONAL PENALTY FOR COLLECTION COSTS FOR TAXES IMPOSED ON PERSONAL PROPERTY ON DELINQUENT TAXES PURSUANT TO §33.11 OF THE TAX CODE AND ADOPTION OF A RESOLUTION REGARDING SAME.

Mr. Coveler stated that Agenda Items 10 through 13 would be addressed together. He presented a resolution for review, and advised the Board regarding the annual contract with Linebarger Goggan Blair and Sampson ("Linebarger") for the collection of delinquent property taxes on the District's behalf. Applying additional penalties as presented would furthermore defray the costs associated with attorney's fees for those collections, ensuring full revenue was received by the District. Mr. **Clarke** inquired what impact the use of AI by Linebarger would have on their fees, and requested that counsel consider that impact for future negotiations. After discussion, Mr. **Clarke** made a Motion, seconded by Mr. **Rice**, to approve the resolution as presented, ratifying the continuing contract with Linebarger, and imposing additional penalties on delinquent taxes as discussed. Thereafter, the Motion passed by a vote of 4 to 0.

TO APPROVE THE MINUTES OF PRIOR MEETING(S).

The Board next reviewed minutes of the October 20, 2025 meeting. After review, Mr. **Clarke** made a Motion, seconded by Mr. **Bollom**, 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 addressed Department reports as provided prior to the meeting. Mr. Wassell informed the Board that after meeting with VFIS regarding the annual insurance renewal, coverage for the District's fleet had increased appreciably. He advised that replacing the current \$750,000 pumpers would cost approximately \$1,600,000 to replace due to inflation, and requested Board input to address the matter. Mr. Coveler noted that while replacement coverage could be available for the apparatus, it would not necessarily benefit the District economically to do so as replacement apparatus provided through insurance would only meet a comparable standard to the lost vehicle, rather than providing a unit meeting new standards. After discussion, Mr. **Bollom** made a Motion, seconded by Mr. **Clarke**, to approve the report as presented, and to create a committee, including Mr. **Clarke** and Mr. **Bollom**, to address apparatus insurance coverage with Department staff. 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.

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.

No action was taken by the Board.

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 advised that a tower unit was being repaired after an electrical fire, and though those repairs would be completed in-house, the process could run six (6) weeks to five (5) months depending on labor. Regarding new apparatus purchases, final proposals had not been received. Once build plans were reviewed and approved by the engineers, plans for the new pumper and tower apparatus would be added to the District's strategic plan. Current cost projections for those units totaled \$1,600,000 for the pumper, and up to \$3,000,000 for the tower. Mr. Wassell noted it was possible that refurbished trucks could be considered in the future if needed.

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE PURCHASE OF WARRANTIES FOR THE DISTRICT'S ELECTION EQUIPMENT.

Mr. Coveler next informed the Board that warranties on the District's election equipment had expired and required renewal at an approximate cost of \$1,579. After discussion, Mr. **Clarke** made a Motion, seconded by Mr. **Bollom**, to approve purchase of the warranty renewals as discussed. Thereafter, the Motion passed by a vote of 4 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ENTERING INTO A CONTRACT WITH MACO CONSTRUCTION FOR THE INSTALLATION OF THE DOMESTIC WATER IMPROVEMENTS AND FIRE SPRINKLER SYSTEM AT THE DISTRICT'S FLEET MAINTENANCE FACILITY.

The Board next discussed the bid and contract from Maco Construction related to the District's Fleet Maintenance Facility. That contract was presented in the amount of \$700,011, for water service and sprinkler systems at the facility, but did not include sewer service. After discussion, Mr. **Rice** made a Motion, seconded by President **Truver**, to accept the current bid with Maco Construction as presented. Thereafter, the Motion passed by a vote of 2 to 1, with Mr. **Clarke** opposed, and Mr. **Bollom** abstaining.

Mr. Clarke opined that the project should be rebid to ensure fair comparisons and review, as only one (1) proposal was received through the first bid process. Mr. Coveler advised it was unlikely additional proposals would be received, but confirmed it was possible to repeat the process. After further discussion, Mr. **Bollom** requested to amend his prior vote, and the Motion was repeated. Thereafter, the Motion to approve the bid presented from Maco Construction passed by a vote of 3 to 1, with Mr. **Clarke** opposed.

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 convene 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 convene 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 convene in Closed Session to discuss real estate matters.

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 DECEMBER 15, 2025.

The Board next discussed, and confirmed the next Board meeting for Monday, December 15, 2025.

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

No announcements were made by the Board or Department Staff.

At this time, the Board reopened Agenda Item 18 regarding District apparatus. Mr. David DiMartino, present in the audience, inquired about the tower apparatus repairs, including how work on District and outside units was prioritized by maintenance staff. Mr. Wassell advised that the fleet technician focused on District vehicles. When asked, Mr. Wassell stated the need to hire additional technicians would be evaluated in the future on an as needed basis. At this time, it was not advisable to use multiple technicians for single apparatus repairs.

Mr. **Rice** requested clarification on the timeline and was told that completing existing work on the reserve apparatus had taken precedence to avoid the loss of service or available apparatus to the District. Once those repairs were complete, the fleet technician would address the tower repairs. Once an apparatus was dismantled for repairs, it could not be moved, thus impacting other work or emergency repairs that might come in at the same time.

Mr. Wassell then explained another aspect of repair delays related to availability or delivery of parts, which was beyond the District's control. Large repairs could take longer due to part delays, though light fleet work was often accomplished more quickly. Mr. **Clarke** suggested the use of mutual aid to cover any issues while the apparatus was being repaired, though Chief Mulligan cautioned that while available, mutual aid requests were not always entirely dependable, and subject to communication and dispatch issues.

ADJOURNMENT.

There being no further business brought before the Board, Mr. **Bollom** made a Motion, seconded by Mr. **Rice**, to adjourn the meeting at 7:34 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 December 15, 2025

By: 

Ron Clarke
Board Secretary