

**MINUTES OF MARCH 16, 2026 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 16, 2026**, 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.	Present

Also present at the meeting were Assistant Fire Chief Terry Wygal, EMS Chief Sean Conley, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Mary Anne Sokol, Ricardo Martinez of Martinez Architects, Ira Coveler, Neftali Partida & 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 Board or other persons present at the meeting joined together to recite the Pledge of Allegiance to the United States, and Texas.

TO RECEIVE PUBLIC COMMENTS.

No public comments were forthcoming.

RECOGNITION, PROMOTIONS, COMMENDATIONS AND AWARDS FOR DISTRICT MEMBERS.

No action was taken by the Board.

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

Mr. Ricardo Martinez informed the Board that MACO Construction had begun the installation of the fleet maintenance facility water line which would be followed by the sprinkler

system once permitting had been approved. They would next address interior work, including re-insulation, and installing a fire break. The Harris County Fire Marshal had completed a pre-inspection of the project. He then noted coordination efforts were ongoing with Humble ISD regarding detention pond matters, and that the City of Humble had not yet produced documents related to the approved waterline utilities to the site. He advised the completion of the project was expected in approximately two (2) months.

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

Mr. Wassell next presented Pay Application No. 18 in the amount of \$118,863.60. After review, Mr. **Cone** made a Motion, seconded by Mr. **Clarke**, to approve payment of the pay application as presented. Thereafter, the Motion passed by a vote of 5 to 0.

REVIEW, DISCUSS AND TAKE ACTION ON MATTERS RELATING TO CANCELLING THE COMMISSIONER ELECTION TO BE HELD ON MAY 2, 2026 UNDER TEXAS HEALTH AND SAFETY CODE SECTION 775.0345.

Mr. Coveler next advised the Board that all deadlines for submitting applications for the three (3) expiring Commissioner terms had passed, and that no additional applications had been received. He then stated that the previously called May 2, 2026 Commissioner election could be cancelled for mootness. After review, Mr. **Rice** made a Motion, seconded by Mr. **Cone**, to cancel the District's May 2, 2026 Commissioner election, and to approve the unopposed election of Commissioner **Cone**, Commissioner **Rice**, and Commissioner **Truver** for another four (4) year term. Thereafter, the Motion passed by a vote of 5 to 0.

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

President **Truver** then presented the monthly sales tax report, stating allocations for the month of March totaled \$457,939.11. Twelve (12) entities reported significant allocations for the month of February totaled \$288,510.69. After review, Mr. **Clarke** made a Motion, seconded by Mr. **Bollom**, to approve the report as presented. Thereafter, the Motion passed by a vote of 5 to 0.

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

Ms. Mary Anne Sokol next presented the District's financial report, stating available balances as of the end of February totaled \$17,706,419. She stated that eighty-two percent (82%) of property tax revenues had been collected, and advised that the budget was in line with expectations. After review, Mr. **Rice** made a Motion, seconded by Mr. **Cone**, to approve the report as presented. Thereafter, the Motion passed by a vote of 5 to 0.

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

Ms. Sokol then presented regular District bills, and reimbursement and compensation requests from the Board. After review, Mr. **Rice** made a Motion, seconded by Mr. **Conne**, to

approve the Commissioner submittals, and payment of other District bills as presented. Thereafter, the Motion passed by a vote of 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ADOPTION OF DISTRICT 2026 TAX EXEMPTIONS.

Mr. Coveler next addressed the annual adoption of District property tax exemptions, including homestead, over 65, and disability categories. He presented calculations based on the prior year's appraisal values, demonstrating various rate impacts on District revenues, and advised that the current exemption rates could be readopted, increased, or decreased at the Board's discretion. After discussion, Mr. **Rice** made a Motion, seconded by Mr. **Clarke**, to readopt the following exemption rates for 2026:

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

Thereafter, the Motion passed by a vote of 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE DISTRICT'S PARTICIPATION IN THE OMNIA OPUS PURCHASING COOPERATIVE.

Ms. Sokol next presented documents regarding the District's participation in the Omnia OPUS purchasing cooperative. She advised that there was no cost associated with joining the cooperative, and stated significant discounts could be obtained through membership in the organization. Mr. Coveler clarified that purchasing cooperatives were a legally compliant way to manage the bidding process. He explained that these types of cooperatives save the District the time and cost associated with the District completing its own the competitive bidding process as is otherwise required by Texas law. After discussion, Mr. **Bollom** made a Motion, seconded by Mr. **Cone**, to join the Omnia OPUS purchasing cooperative as discussed. Thereafter, the Motion passed by a vote of 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION TO EXECUTE NECESSARY DOCUMENTS RELATED TO THE DISTRICT'S TEXAS SMARTBUY COOPERATIVE MEMBERSHIP.

Mr. Wassell next presented a proposal to join the SmartBuy purchasing cooperative as discussed in a prior meeting, advising that the move would allow the Department to move its internet service away from Comcast and to execute a state contract for internet connectivity which would be significantly less expensive. After discussion, Mr. **Clarke** made a Motion, seconded by Mr. **Cone**, to approve the execution of membership and related contract documents as presented. Thereafter, the Motion passed by a vote of 5 to 0.

TO APPROVE THE MINUTES OF PRIOR MEETING(S).

The Board then reviewed the February 16, 2026 regular minutes. After review, Mr. **Cone** made a Motion, seconded by Mr. **Bollom**, to approve the minutes as presented. Thereafter, the Motion passed by a vote of 5 to 0.

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

Chief Wygal advised the Board that the new Department report format would be used for the April meeting, and stated the current report had been provided prior to the meeting. After review, Mr. **Cone** made a Motion, seconded by Mr. **Bollom**, to approve the report as presented. Thereafter, the Motion passed by a vote of 5 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.

Mr. Wassell advised the Board he would present a request for equipment related to the new District apparatus at the regular April 2026 meeting. 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.

Mr. Wassell then presented a list of equipment for auction, including old fire hose, a washing machine, pellet smoker, folding rack for tires, cylinder racks, wheels, old generators, a 2-drum spill containment drum shed, and an ultra-containment rapid rise spill berm. After review, Mr. **Bollom** made a Motion, seconded by Mr. **Cone**, to approve the sale and disposal of property as presented. Thereafter, the Motion passed by a vote of 5 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.

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING APPROVED METHODS FOR RECEIVING DISTRICT PUBLIC INFORMATION REQUESTS.

Mr. Coveler then advised the District should update its policies regarding methods to receive public information requests. Ms. Wiggins described language and information which should be included on the District's website to address methods of receipt for Public Information Act requests, and reviewed the process through which those requests were handled to mitigate related risks. The Board was advised that the District was required to accept requests via in-person delivery, common carrier, and via a designated email address. After discussion, Mr. **Clarke** made a Motion, seconded by Mr. **Cone**, to approve the three (3) methods for receiving PIA requests, and

to approve updates to the District's website as discussed. Thereafter, the Motion passed by a vote of 5 to 0.

TO REVIEW AND DISCUSS MATTERS RELATED TO DISTRICT GOVERNMENT AFFAIRS.

Mr. Neftali Partida, the District's Government Relations Liaison next introduced himself to the Board, describing his goals and communication methods on behalf of the District in the current, and future years to come. Mr. Partida discussed differences in concerns faced by smaller Districts compared to ESD 46, and specifically noted the District's interest in protecting sales tax revenues. When asked, Mr. Coveler addressed Mr. **Clarke's** concern that not all Districts were invited to participate in legislative projects, and did not financially contribute to their efforts, though they would ultimately benefit from them. He advised that the current participating group of eleven (11) ESDs was chosen based on a common factor. He shared that currently all of the Districts selected to be part of the legislative team were unified in their need to provide education about sales tax revenue as a major funding source, but that the group could expand in the future.

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 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 APRIL 20, 2026.

The Board then confirmed the next meeting date of Monday, April 20, 2026.

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

At this time, Mr. Sal Malinowski of the local union chapter advised the Board that a survey had been completed throughout the membership regarding general happiness with the Department, and that the results of that survey could be reviewed by the Board by request.

ADJOURNMENT.

There being no further business brought before the Board, Mr. **Cone** made a Motion, seconded by Mr. **Clarke**, to adjourn the meeting at 7:34 p.m. Thereafter, the Motion passed by a vote of 5 to 0.

The foregoing minutes were reviewed and approved by the Board of Commissioners on April 20, 2026.

By:

A handwritten signature in black ink, appearing to read 'Ron Clarke', written over a horizontal line.

Ron Clarke
Boad Secretary