

**MINUTES OF MAY 5, 2026 MEETING**  
**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 10**

A public meeting was duly called by the Board of Commissioners of **Harris County Emergency Services District No. 10**, which was held at the **District Administration Building** located at **14415 Old Humble Road, Humble, Texas 77396**, on Tuesday May 5, 2026.

**CALL MEETING TO ORDER AND ESTABLISH A QUORUM.**

The meeting was called to order at 7:00 p.m., by **Paul Lessor**, President, who announced that a quorum was present. Those Commissioners present were:

<b>Paul Lessor</b>	Present
<b>Mike Tucker</b>	Absent
<b>Robyn Hoekstra</b>	Present
<b>Kito Bonner</b>	Present
<b>Cynthia Putnam</b>	Present

Also present at the meeting were Fire Chief Bryan Harris, Human Resources Manager Megan Puri, Accounting Coordinator Katie Maciejewski, Deputy Chief Guillermo Flores, Fleet & Logistics Coordinator Richard Hancock, IT Technician Nick Soto (left at 7:46 p.m.), Scheduling/Receptionist Rosa Bisogno, Quartermaster Griselda Martinez, and IT Consultant Michael Pulk.

**TO RECEIVE PUBLIC COMMENT.**

The Board opened the floor to receive public comment though none was offered.

**TO RECEIVE THE DISTRICT'S FINANCIAL REPORTS AND TAKE ANY ACTION RELATED THERETO.**

Next, Accounting Coordinator Katie Maciejewski presented a Financial Report as of the date of the meeting. The current cash balance as of May 5, 2026 is \$17,932,313.40. The estimated amount of remaining Property Tax is \$743,266.22. The estimated amount of remaining Interest is \$159,916.44. The estimated amount of remaining Donations/Other is \$21,744.93. The estimated amount of remaining Sales Tax is \$5,974,061.15. The projected cash reserve by December 31, 2026 is \$14,174,286.68. The total debt service outstanding is approximately \$32,357,541.48. After review, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to accept the financial reports as presented. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

**TO REVIEW AND TAKE ACTION ON FINANCIAL MATTERS OF THE DISTRICT INCLUDING THE DISTRICT'S INVESTMENT AND PAYING DISTRICT BILLS.**

Ms. Maciejewski next addressed District bills. She first addressed District bills paid prior to the meeting totaling \$224,042.39. Major items of note included:

- Credit Card Bill: \$18,100.20
- McNeil & Co.: \$92,707.25 & \$67,866.66 for Insurance Renewal

Ms. Maciejewski next addressed the approval of additional District bills totaling \$134,463.24. Major items of note included:

- Siddons Martin Emergency Group: \$23,741.33 for Plastics for New Tower 16
- Siddons Martin Emergency Group: \$26,358.23 for Old Engine 26 Repairs
- MES Service Company: \$27,340.80 for Annual Flow Testing

The total costs of prior invoices paid and current bills being presented amounted to \$385,505.63. After review, Ms. **PUTNAM** made a Motion, seconded by Mr. **BONNER**, to approve bills paid prior to the meeting and to authorize the payment of the District's current submittals and bills in amount of \$385,505.63. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

Please see the District's Treasurer's Report for a more detailed presentation of the bills and invoices submitted for payment.

Next, Ms. Maciejewski requested the Board to approve the annual \$1,000 donation to "Children's Miracle Network" through Costco. After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **BONNER**, to approve of the \$1,000 Children's Miracle Network donation. After discussion, President **LESSOR** called for a vote and the Motion was approved by a vote of 4 to 0.

**TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS RECEIVED FROM THE DISTRICT COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH & SAFETY CODE §775.038 (A-1).**

The Board then addressed the payment of Commissioner fees in accordance with District policy. Commissioners **LESSOR** and **BONNER** each claimed \$663 in compensation. Commissioner **HOEKSTRA** claimed \$442 in compensation. Commissioner **PUTNAM** claimed \$221 in compensation. After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **BONNER**, to approve compensation for the Commissioners as discussed. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

**TO RECEIVE A REPORT FROM THE DISTRICT'S SALES TAX CONSULTANT.**

The Board next received a sales tax report presented by Chief Harris who advised that allocations for April 2026 totaled \$668,442. After review, Ms. **PUTNAM** made a Motion, seconded by Ms. **HOEKSTRA**, to approve the sales tax report. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

**TO DESIGNATE THE HARRIS COUNTY TAX ASSESSOR-COLLECTOR'S OFFICE TO PREPARE THE DISTRICT'S NO NEW REVENUE TAX RATE AND RELATED TAX RATE CALCULATIONS FOR 2026, AND TO AUTHORIZE DISTRICT COUNSEL TO PUBLISH THE NECESSARY 2026 TAX RATE SETTING NOTICES.**

Chief Harris advised the Board that the Harris County Tax Assessor-Collector's Office requires the Board to designate them to prepare the District's No New Revenue Tax Rate and related tax rate calculations for 2026. He also requested the Board to authorize Coveler & Peeler,

P.C., to publish the necessary 2026 Tax Rate setting notices. After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **BONNER**, to designate the Harris County Tax Assessor-Collector's Office to prepare the District's No New Revenue Tax Rate and related tax rate calculations for 2026, and to authorize Coveler & Peeler, P.C., to publish the necessary 2026 Tax Rate setting notices. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

**TO APPROVE THE MINUTES OF PRIOR MEETING(S).**

The Board then reviewed the March 3, 2026 and April 13, 2026 meeting minutes. After review, Mr. **BONNER** made a Motion, seconded by Ms. **HOEKSTRA**, to approve the minutes as presented. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

**TO RECEIVE ADMINISTRATIVE AND OPERATIONAL REPORTS FROM DISTRICT STAFF.**

Deputy Chief Guillermo Flores presented the Status of the Department and Operations report to the Board. He reported there were three hundred seventeen (317) calls for the month of April. Two hundred sixty-nine (269) calls were in District, including twenty-five (25) mutual aid calls, and twenty-three (23) calls which were made to District 19. The average response time during the period was six minutes and twenty-five seconds (6:25).

Next, Deputy Chief Flores provided the Board with a TIFMAS and Texas Task Force update. The TIFMAS and Texas Task Force July 2025 Severe Weather Deployments reimbursement processes have been completed. The TIFMAS 2025 and 2026 Wildfire Season Deployments reimbursement process is in progress.

Next, Deputy Chief Flores provided operational updates. He informed the Board that the Red Card Work Capacity Tests' deadline is May 15, 2026. He advised that the District is preparing for the ISO Audit. Lastly, he informed the Board that the District's promotional process will begin in July for a captain (officer) and engine operator position.

Next, Fleet & Logistics Coordinator Richard Hancock provided the Board with an update on multiple apparatuses. Brush 36 is at Siddons Martin Emergency Group being repaired. The new Tower 16 is in service. The forklift has a hydraulic leak and will be repaired by Toyota Lift of Houston.

No training report was presented.

IT Technician Nick Soto and IT Consultant Michael Pulk provided the Board with an update on IT matters. They advised that the backup battery equipment was installed in the Logistics Building's network racks. The QuickBooks virtual machine was migrated to the on-premises server at Station 16.

Next, Mr. Soto informed the Board of a cybersecurity Microsoft 365 issue that the District experienced. He is in the process of implementing and refining Microsoft 365 email security polices to enhance protection against phishing and malicious activity.

Next, Human Resources Manager Megan Puri advised the Board that there are no District employees out on workers' compensation.

Next, Chief Harris presented the facilities report. At Station 46, the sediment in the water filtration system coming from the city line is causing the lines to clog up. At the Logistics Building, both water sample tests passed. The City of Houston will hopefully sign off on May 6, 2026. After that, the riser will be installed and tested. HCFMO will be contacted for the final inspection and Certificate of Occupancy to be issued. He is hoping to be moved into the Logistics Building during the week of May 18, 2026. Lastly, he advised that the manual transfer switches have been installed at Station 26, 36, 46, and the Logistics Building. Station 16's prep work has been completed.

After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **BONNER**, to accept the reports as presented. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

**TO REVIEW, DISCUSS AND TAKE ACTION ON ANY NEEDED REPAIRS, REPLACEMENTS AND IMPROVEMENTS RELATED TO THE OPERATION OF THE DISTRICT'S EQUIPMENT, APPARATUS OR FACILITIES.**

The Board took no action on any needed repairs, replacements, and improvements related to the operation of the District's equipment, apparatus, or facilities.

**TO REVIEW, DISCUSS AND TAKE ACTION REGARDING DISTRICT CONSTRUCTION PROJECTS INCLUDING THE REVIEW AND APPROVAL OF PAY APPLICATIONS, INCLUDING BUT NOT LIMITED TO THE DISTRICT'S LOGISTICS AND STATION 36 EXPANSION PROJECT.**

The Board took no action regarding District construction projects including the review and approval of pay applications, including but not limited to the District's Logistics and Station 36 expansion project.

**TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS BY THE DEPARTMENT OF THIRTY (30) DAY ADVANCE REQUEST(S) FOR NECESSARY PURCHASES RELATED TO THE PROVISION OF EMERGENCY SERVICES.**

Next, Chief Harris requested the Board to ratify a Purchase Order related to fuel services. He presented a quote from Jaguar Fueling Services totaling \$12,168.99 for engine fluids. After review, Mr. **BONNER** made a Motion, seconded by Ms. **HOEKSTRA**, to approve the quoted price from Jaguar Fueling Services. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

Next, Chief Harris presented two (2) quoted options for SCBA masks:

1. Metro Fire: \$201,830.00
2. MES Service Company: \$203,538.86

After review, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to approve the quote from Metro Fire in the amount of \$201,830. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

**TO REVIEW, DISCUSS, AND TAKE ACTION ON APPROVAL OF EXPENSES RELATED TO UPCOMING TRAINING CLASSES FOR THE DISTRICT COMMISSIONERS, DEPARTMENT OFFICERS, ADMINISTRATIVE STAFF AND DEPARTMENT PERSONNEL.**

The Board took no action on approval of expenses related to upcoming training classes for the District Commissioners, Department Officers, Administrative staff, and Department personnel.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING ADOPTION, AMENDMENT, AND EXPLANATION OF DISTRICT POLICIES, PROCEDURES, AND STANDARD OPERATING GUIDELINES.**

Mrs. Puri handed the Board two (2) potential options for a Social Media Policy to discuss at the next Board meeting. The Board took no action regarding adoption, amendment, and explanation of District policies, procedures, and standard operating guidelines.

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

The Board took no action on the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.0735.

**TO REVIEW, DISCUSS, AND TAKE ACTION ON ANY DISTRICT MATTERS WHICH NEED TO BE INCLUDED ON THE NEXT AGENDA FOR THE JUNE 2, 2026 MEETING.**

No specific items were requested for inclusion on the June 2, 2026 meeting agenda.

**TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL.**

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

**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.

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

The Board convened in Closed Session at 8:04 p.m. to discuss personnel matters.

The Board reconvened in Open Session at 8:17 p.m.

**TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.076 TO DISCUSS THE DEPLOYMENT OR IMPLEMENTATION OF SECURITY PERSONNEL OR DEVICES, OR RELATED SECURITY AUDITS.**

The Board did not meet in Closed Session to discuss the deployment or implementation of security personnel, or devices, or related security audits.

**TO REVIEW, DISCUSS AND TAKE ACTION ON ANY PERSONNEL OR REAL ESTATE MATTERS.**

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

**ANNOUNCEMENTS BY THE COMMISSIONERS OR CHIEF OF THE DEPARTMENT**

No announcements were made by the Board or Department Chief.

**ADJOURNMENT.**

There being no further business brought before the Board, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to adjourn the meeting at 8:17 p.m. Thereafter, President **LESSOR** called for a vote, and the Motion passed by a vote of 4 to 0.

The foregoing minutes were reviewed and approved by the Board of Commissioners on June 2, 2026.

By:



**Kito Bonner**  
District Secretary