

MINUTES OF MARCH 3, 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 March 3, 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:

Paul Lessor	Present
Mike Tucker	Present
Robyn Hoekstra	Present
Kito Bonner	Absent
Cynthia Putnam	Present

Also present at the meeting were Fire Chief Bryan Harris, Facilities Coordinator Heather Schwalbach, Human Resources Manager Megan Puri, Accounting Coordinator Katie Maciejewski, Deputy Chief Guillermo Flores, Deputy Chief Luscomb, Fleet & Logistics Coordinator Richard Hancock, Scheduling/Receptionist Rosa Bisogno, Quartermaster Griselda Martinez, IT Consultant Michael Pulk; and Ira Coveler of Coveler & Peeler, P.C., District Counsel.

TO RECEIVE PUBLIC COMMENT.

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

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

Mr. Coveler advised the Board that applications had been received from Commissioners **Mike Tucker**, **Robyn Hoekstra**, and **Cynthia Putnam**. No outside additional applications had been received related to the upcoming May 2, 2026 Commissioner Election. He stated that as the election was uncontested, and all deadlines had passed for filing a candidate application, the need for such an election was moot. After review, Mr. **TUCKER** made a Motion, seconded by Ms. **HOEKSTRA**, to cancel the District's May 2, 2026 Commissioner Election. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

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 March 3, 2026 is \$19,252,619.04. The estimated amount of remaining Property Tax is \$1,168,270.62. The estimated amount of remaining Interest is \$257,183.93. The estimated amount of remaining Donations/Other is \$36,090.99. The estimated

amount of remaining Sales Tax is \$7,386,020.61. The projected cash reserve by December 31, 2026 is \$14,165,391.90. The total debt service outstanding is approximately \$32,357,541.48. After review, Ms. **PUTNAM** made a Motion, seconded by Mr. **TUCKER**, 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 \$2,410,007.25. Major items of note included:

- Credit Card Bill: \$24,063.14
- Coveler & Peeler, P.C. IOLTA: 2026 Professional Services Governmental Relations Retainer
- Trustmark: \$1,385,386.52: for the Logistics Building's Annual Loan Payment
- Trustmark: \$631,175.11: for the Station 16 and Station 36's Annual Loan Payment
- Reeder Distributors: \$231,347.02 for Vehicle Lift & Accessories and Logistics Oil Delivery System

Ms. Maciejewski next addressed the approval of additional District bills totaling \$197,840.24. Major items of note included:

- Miovision Technologies US, LLC: \$32,883.00 for the Annual Traffic Management Contract
- McNeil & Co.: \$71,913.26 for Insurance Renewal adding the Logistics Building (will be paid once authorized)

The total costs of prior invoices paid and current bills being presented amounted to \$2,501,423.89. After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **TUCKER**, to approve bills paid prior to the meeting and to authorize the payment of the District's current submittals and bills in amount of \$2,501,423.89. 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.

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 **HOEKSTRA** each claimed \$663 in compensation. Commissioner **PUTNAM** claimed \$221 in compensation. Commissioner **TUCKER** claimed \$1,768 in compensation and requested \$326.25 for mileage at the SAFE-D Conference. After review, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to approve compensation

and reimbursement payments 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 Facilities Coordinator Heather Schwalbach who advised that allocations for February 2026 totaled \$1,034,681. After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **TUCKER**, 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 REVIEW, DISCUSS AND TAKE ACTION REGARDING ANY MATTERS RELATED TO THE DISTRICT’S BUDGET.

Chief Harris advised the Board that he will present an adjustment for the loans at the next Board meeting. No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION TO ADOPT TAX EXEMPTIONS FOR 2026.

Mr. Coveler next advised the Board regarding the adoption of tax exemptions for 2026. In 2025, exemptions were granted in the following amounts:

Homestead:	10%
Disability:	\$100,000
Age Over 65:	\$100,000

After review, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to maintain the current tax exemption rates through 2026. 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 February 3, 2026 meeting minutes. After review, Mr. **TUCKER** 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 twenty (320) calls for the month of February 2026. Two hundred fifty-nine (259) calls were in District, including thirty (30) mutual aid calls, and thirty-one (31) calls which were made to District 19. The average response time during the period was six minutes and twenty-six seconds (6:26).

Next, Deputy Chief Flores provided the Board with a TIFMAS and Texas Task Force update. A crew was deployed to the Texas Panhandle on February 15th through March 1st of 2026.

Another crew was deployed to the Texas Panhandle on March 1, 2026 until demobilized. He advised the Board that the crew is predicted to return on March 4, 2026. The reimbursement processes for TIFMAS and Texas Task Force July 2025 Severe Weather Deployments are in progress. The TIFMAS 2025 Wildfire Season Deployment reimbursement process is also in progress. Deputy Chief Flores lastly provided operational updates advising that the District is preparing for the ISO Audit, and that Red Card Work Capacity Tests will begin this month for wildland team members.

Next, Fleet & Logistics Coordinator Richard Hancock provided the Board with an update on multiple apparatuses. The new tower is in the process of being upfitted. Tower 16 is still in the process of being repaired.

Deputy Chief Brian Luscomb then presented the Training Report, presenting numerical data of training hours by rank. He then advised the Board of ongoing current training classes including Nims 300, Nims 400, Rope Ops, Confined Space, Trench Rescue, Boat Ops, Swiftwater Technician, and Peer Support. He also advised that the District is teaching Stair Chair, CPR, and Fire Extinguisher classes for the community.

Next, Deputy Chief Luscomb provided the Board with a social media update, stating that Bella Media filmed information segments including traffic incident management and safety, on scene times, and highlights. Deputy Chief Luscomb lastly advised the Board that he is hoping the annual physicals with On Duty Health will be scheduled in October of 2026.

IT Consultant Michael Pulk provided the Board with an update on IT matters, noting that the Logistics network is fully functional.

Next, Human Resources Manager Megan Puri advised the Board that she does not have any District employees out on workers' compensation.

No facilities report was presented.

After review, Ms. **PUTNAM** made a Motion, seconded by Ms. **HOEKSTRA**, 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 REGARDING A LEASE AGREEMENT WITH MUD 26.

Next, Chief Harris advised the Board that he received a Lease Agreement from MUD 26 charging \$2,200 a month for access to their water tower for District radio equipment. After review, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to approve the expenditure of up to \$2,200 a month for MUD 26's Lease Agreement pending final legal review. 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.

Ms. Schwalbach provided the Board with an update on the District's Logistics Construction Project. Signage should be delivered on March 18, 2026. The gate for the storage mezzanine should be delivered on March 6, 2026. Panels for the storage mezzanine should be delivered on March 10th or 11th. The sprinkler system is in place. The application for the water meter is in progress. The invoice for the water meter should be received soon, after which time the District can submit for the water meter calibration. The calibration can take up to thirty (30) days. Ms. Schwalbach anticipates opening the Logistics center in mid-May. No action was taken by the Board.

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, Ms. Schwalbach presented a quote from Cool Tech Refrigeration totaling \$4,926.00 for an ice machine at the Logistics Building after the TriMark ice machine did not pan out. After review, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to approve the quoted price from Cool Tech Refrigeration. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 4 to 0.

Ms. Schwalbach then presented a quote from Wayfair totaling \$3,643.98 for two (2) saunas at Station 36. After review, Mr. **TUCKER** made a Motion, seconded by Ms. **HOEKSTRA**, to approve the quoted price from Wayfair. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 3 to 1 with Commissioner **LESSOR** opposed.

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.

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 APRIL 7, 2026 MEETING.

No specific items were requested for inclusion on the April 7, 2026 meeting agenda.

President LESSOR called a recess at 8:29 p.m. prior to Closed Session.

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

The Board convened in Closed Session at 8:40 p.m. to consult with legal counsel.

The Board reconvened in Open Session at 8:53 p.m.

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 8:40 p.m. to discuss personnel matters.

The Board reconvened in Open Session at 8:53 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 8:53 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 May 5, 2026.

By:


Kito Bonner
District Secretary