

**MINUTES OF SEPTEMBER 15, 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 September 15, 2026.

CALL MEETING TO ORDER AND ESTABLISH A QUORUM.

The meeting was called to order at 7:03 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	Present
Cynthia Putnam	Present

Also present at the meeting were Fire Chief Bryan Harris, Facilities Coordinator Heather Schwalbach (left at 8:42 p.m.), Human Resources Manager Megan Puri (left at 8:48 p.m.), Accounting Coordinator Katie Maciejewski, Deputy Chief Guillermo Flores, Deputy Chief Brian Luscomb, IT Technician Nick Soto (left at 8:30 p.m.), 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 AND CONDUCT THE PUBLIC HEARING/OPEN FORUM TO ALLOW INTERESTED PARTIES TO ADDRESS THE BOARD OF COMMISSIONERS AND BE HEARD REGARDING THE PROPOSED PROPERTY TAX RATE SETTING.

The Board opened the floor to receive public comment related to the District's 2026 tax rate setting process, though none was forthcoming.

TO REVIEW AND DISCUSS DISTRICT TAX RATE SCENARIOS.

Mr. Coveler briefly reviewed the tax notices previously discussed that had been published, the tax setting process and the tax rate scenarios that were available to the Board for their consideration. He advised any rate up to the proposed rate of \$0.10 per \$100 could be adopted by the Board, reminding them that part of that rate would be dedicated to debt service, and the remaining amount would be used for maintenance and operations purposes.

CONCLUDE PUBLIC HEARING ON TAX INCREASE.

There being no public comment, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to conclude the Public Hearing on the District's Tax Increase for 2026. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 to 0.

TO CONSIDER AND ADOPT THE DISTRICT 2027 BUDGET.

Chief Harris informed the Board that no revisions or additions had been made to the proposed budget as previously discussed. After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **BONNER**, to adopt the District's 2027 budget as presented. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 to 0.

TO ADOPT THE DISTRICT'S 2026 AD VALOREM TAX RATE FOR DEBT SERVICE.

The Board then discussed the District's 2026 Ad Valorem tax rate for debt service. After review, Mr. **BONNER** made a Motion, seconded by Ms. **HOEKSTRA**, to adopt the District's 2026 Ad Valorem Tax Rate for Debt Service at a rate of \$0.029383 per \$100 property valuation. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 to 0.

TO ADOPT THE DISTRICT'S 2026 AD VALOREM TAX RATE FOR MAINTENANCE AND OPERATIONS.

The Board next discussed the District's 2026 Ad Valorem tax rate for maintenance and operations. After review, Ms. **HOEKSTRA** made a Motion, seconded by Ms. **PUTNAM**, to adopt the District's 2026 Ad Valorem Maintenance and Operations Tax Rate of \$0.070617 per \$100 property valuation. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 to 0.

TO ADOPT THE DISTRICT'S 2026 TOTAL AD VALOREM TAX RATE.

The Board then discussed figures related to the District's 2026 total Ad Valorem tax rate. After review, Ms. **PUTNAM** made a Motion, seconded by Mr. **BONNER**, to adopt the District's 2026 total Ad valorem tax rate of \$0.10 per \$100 property valuation, effectively a 1.24% increase in the tax rate. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 to 0.

TO RECEIVE PUBLIC COMMENT REGARDING REGULAR AGENDA ITEMS.

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.

Accounting Coordinator Katie Maciejewski next presented a Financial Report as of the date of the meeting. The current cash balance as of September 15, 2026 is \$16,192,062.05. The estimated amount of remaining Property Tax is \$624,894.91. Interest in excess of the budgeted amount is \$28,376.67. The estimated amount of remaining Donations/Other is \$5,721.37. The estimated amount of remaining Sales Tax is \$2,061,083.68. The projected cash reserve by December 31, 2026 is \$14,254,223.81. The total debt service outstanding is approximately \$32,357,541.48. After review, Mr. **TUCKER** 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 5 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 \$202,968.58. Major items of note included:

- Credit Card Bill: \$17,652.73
- Harris Central Appraisal District: \$15,251.00 for 4th Quarter Tax Assessment
- Delta Fire & Safety Inc.: \$14,769.74 Bunker coat tails and pants

Ms. Maciejewski next addressed the approval of additional District bills totaling \$251,976.20. Major items of note included:

- EMS Technology Solutions: \$25,320.00 for Annual Fleet & Facility Management Software
- Metro Fire: WIRE \$200,255.00 for air paks, face pieces, and regulator assemblies

Ms. Maciejewski requested approval to transfer equal parts from both TexPool and Texas Class Accounts to the Property Tax Account for the Metro Fire wire.

The total costs of prior invoices paid and current bills being presented amounted to \$454,944.78. After review, Mr. **TUCKER** made a Motion, seconded by Ms. **PUTNAM**, to approve bills paid prior to the meeting and to authorize the payment of the District's current submittals and bills in amount of \$454,944.78, including requested transfers related to the Metro Fire wire. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 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 that the Board approve transferring \$500,000.00 from both TexPool and Texas Class Accounts to replenish the Property Tax Account (\$1,000,000.00 total). After review, Mr. **BONNER** made a Motion, seconded by Ms. **PUTNAM**, to approve transferring \$500,000.00 from both TexPool and Texas Class Accounts to replenish the Property Tax Account (\$1,000,000 total). After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 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 **TUCKER** and **BONNER** each claimed \$1,105. Commissioner **LESSOR** claimed \$663. Commissioner **HOEKSTRA** claimed \$442. Commissioner **PUTNAM** claimed \$221. After review, Mr. **TUCKER** made a Motion, seconded by Ms. **PUTNAM**, to approve compensation for the Commissioners as discussed. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 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 August 2026 totaled \$853,019. 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 5 to 0.

TO APPROVE THE MINUTES OF PRIOR MEETING(S).

The Board then reviewed the August 4, 2026 meeting minutes. After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **BONNER**, to approve the minutes as presented. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 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 seventy-eight (378) calls for the month of August. Three hundred four (304) calls were in District, including forty-three (43) 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 seconds (6:20).

Next, Deputy Chief Flores provided the Board with a TIFMAS update. The TIFMAS 2026 Wildfire Season Deployment paperwork has been completed, and the reimbursement funds should be received and deposited soon. He advised the Board that a crew was deployed on August 22, 2026 to Dimmit County, Texas for the Pena Creek Fire. A second crew was deployed on September 9, 2026 to swap out with the first crew. They were also deployed to Dimmit County, Texas for the Dimmit Fire.

Next, Deputy Chief Flores advised the Board that the Pinning/Promotional Ceremony held on August 22, 2026 was a success.

Lastly, Deputy Chief Flores provided operational updates. He is continuing to prepare for the ISO survey.

Next, Fleet & Logistics Coordinator Richard Hancock provided the Board with an update on multiple apparatuses. The forklift currently has a hydraulic leak that needs to be repaired. Ladder 46, Reserve 2, and Tanker 16 are at Siddons Martin Emergency Group waiting on parts for repairs. 2602 is out of service due to a fleet accident. He is waiting for evaluations on that apparatus by an adjustor. Rescue Boats 16 and 36 are at Triad Marine for repairs. Rescue Boat 46 will be going to Bowden Marine for repairs.

Next, Mr. Hancock updated the Board on current projects. He is in the process of organizing and inventorying all assets and consumables in the Logistics Building. The radio project is near completion. Equipment refreshes for Utility 36 and Utility 46 is in progress.

Lastly, Mr. Hancock advised the Board on completed projects. The gear extractors at Station 16 and 36 have successfully been relocated to the Logistics Building. The equipment refresh for Utility 16 has been completed. Brush 36 pump repairs have been completed.

Deputy Chief Brian Luscomb then presented the Training Report, presenting numerical data of training hours by rank. He then advised the Board of training classes that occurred in June-September 2026 including TCFP Fire Instructor 1 & 2, TFCP Fire Officer 1 & 2, Hazmat Refresher, Special Ops Refresher, Hazmat Technician, Vehicle Extrication, TFCA Company Officer, Nims 300, and Nims 400. He also advised that the department is participating in monthly mutual aid networking.

Next, Deputy Chief Luscomb provided the Board with a Health & Safety Report. The annual physicals are scheduled for October 5th through October 9, 2026 and October 12th through October 16, 2026. Lastly, he advised the Board that changes have been made due to NFPA 1850 updates. He requested the Board to look over the material to vote on at the next meeting.

IT Technician Nick Soto and IT Consultant Michael Pulk provided the Board with an update on IT matters. They advised that they have completed network infrastructure for the Logistics Building. A new network monitoring program was integrated into the District's network infrastructure and initial testing of the program was successfully completed at Station 16. The next phase is to integrate the system through the District's data center in order to monitor network traffic across all four (4) stations. They are continuing to enhance Microsoft 365 email security. They are also continuing to work with Northwest Radio to prepare the department's network infrastructure for testing of the new radio system.

Next, Human Resources Manager Megan Puri advised the Board that Family Day's date was changed to October 24, 2026 10 a.m.-2 p.m.

Next, Ms. Schwalbach presented the facilities report. All manual transfer switches have been installed. The AC compressor was replaced at Station 46. Booster pumps for Station 46 have to be custom designed so it will take longer than originally planned.

After review, Mr. **TUCKER** 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 5 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 presented the revised Final Pay Application No. 14 from Gamma Construction totaling \$128,334. After review, Mr. **TUCKER** made a Motion, seconded by Mr. **BONNER**, to approve Gamma Construction's Final Pay Application No. 14 in the amount of \$128,334 and to approve the transfer of \$64,167 from both TexPool and Texas Class Accounts to the Property Tax Account to satisfy the payment of Pay Application No. 14. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ISSUING A REQUEST FOR PROPOSALS RELATED TO THE CONSTRUCTION OF TWO (2) RADIO TOWERS.

The Board took no action regarding issuing a request for Proposals related to the construction of two (2) radio towers.

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.

Chief Harris presented the following four (4) quotes for budgeted projects:

- Noregon Systems, LLC: \$7,234.05 for computer and software for engine and electrical system diagnostics
- Ram Products: \$4,050.18 for wire, cable, and connectors for the Logistics Building
- Delta Fire & Safety, Inc.: \$93,024.00 for nineteen (19) sets of bunker coats and pants
- Lighthouse Uniform Co.: \$16,810.25 plus around \$750 shipping for Class A Uniforms

After review, Ms. **HOEKSTRA** made a Motion, seconded by Mr. **BONNER**, to approve the quoted prices from Noregon Systems, LLC, Ram Products, Delta Fire & Safety, Inc., and Lighthouse Uniform Co. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 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.

Chief Harris presented final job descriptions for Logistics Manager and Fleet Mechanic to the Board for review. After review, Ms. **PUTNAM** made a Motion, seconded by Ms. **HOEKSTRA**, to approve the job descriptions for Logistics Manager and Fleet Mechanic. After discussion, President **LESSOR** called for a vote and the Motion passed by a vote of 5 to 0.

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 OCTOBER 6, 2026 MEETING.

No specific items were requested for inclusion on the October 6, 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 did not meet in Closed Session to discuss personnel matters.

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 security matters.

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

No action was taken by the Board.

ANNOUNCEMENTS BY THE COMMISSIONERS OR CHIEF OF THE DEPARTMENT

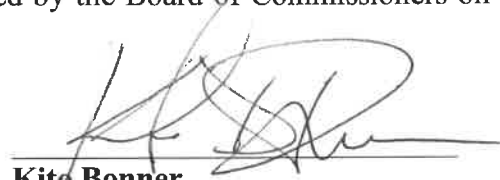
No announcements were made by the Commissioners or Department Chief.

ADJOURNMENT.

There being no further business brought before the Board, President **LESSOR** adjourned the meeting at 8:51 p.m.

The foregoing minutes were reviewed and approved by the Board of Commissioners on October 6, 2026.

By:


Kito Bonner
District Secretary