

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 5**  
**Minutes of the Meeting Held on December 17, 2025**

**COMMISSIONERS PRESENT**

Larry Hall  
James Blaha  
Sharon Cotton  
Brent Burley

**OTHERS IN ATTENDANCE**

Gerardo Gonzalez – EMS Chief, HCESD 5  
JoAnn Kuritz – Director of HR & Finance, HCESD 5  
Nicole Pierce – Smith, Murdaugh, Little & Bonham, L.L.P., District Counsel

**Agenda Item No. 1**

The meeting was called to order by Commissioner Cotton at 1:00 p.m. at EMS Station No. 3, 111 West Stroker Road, Crosby, Texas 77532.

**Agenda Item No. 2**

Ms. Cotton opened the floor up to public comment. There was no public comment received by the Board.

**Agenda Item No. 3**

The Board then reviewed the minutes for the regular meeting held on November 19, 2025. Commissioner Burley made a Motion to approve the minutes as presented. The Motion was seconded by Commissioner Hall. The Motion passed by a vote of 4 to 0.

**Agenda Item No. 4**

The Board received the monthly financial report prepared by Ms. Kuritz and the bills for payment. Following review of same, Commissioner Blaha made a Motion to approve the financial report and bills for payment as presented. The Motion was seconded by Commissioner Burley. The Motion passed by a vote of 4 to 0.

**Agenda Item No. 5**

The Board received the monthly investment report prepared by Ms. Kuritz. No action was required by the Board at this time.

**Agenda Item No. 6**

The Board received the monthly ambulance billing report prepared by Ms. Kuritz. No action was required by the Board.

**Agenda Item No. 7**

The Board received a monthly report from the EMS Chief Gerardo Gonzalez. He reported that the fire panel went out at Station No. 1 which has occurred before due to the multiple power surges and outages in the area. He reported that the panel was replaced and that the electrician installed a new surge protection system to help with any future issues. He reported no issues with personnel and that morale remains high. He reported on an issue with one of the ambulances while it was deployed in Kerrville, Texas related to a fuel pump issue. He advised that a new

ambulance was driven to Kerrville and the ambulance was brought back to Crosby and has now been repaired. The Board thanked Chief for his report. No action was required by the Board.

**Agenda Item No. 8**

There was no capital requests presented at this time.

**Agenda Item No. 9**

The Board received a monthly report from Ms. Kuritz, Director of Human Resources and Finance. She reported that things are moving along well with Frost Bank and that open enrollment for Colonial Life was the following day and that everything went well. She reported that the 3<sup>rd</sup> Annual Chili Cookoff with the staff was a huge success. The Board thanked Ms. Kuritz for her report. No action was required by the Board.

**Agenda Item No. 10**

The Board discussed and took action on the promissory note and closing documents for the loan refinancing with Government Capital Corporation related to Station 3. Ms. Pierce presented the promissory note and closing documents for the Board's review and approval. Following discussion of same, Commissioner Blaha made a Motion to approve the promissory note and closing documents for the loan refinancing with Government Capital Corporation related to Station 3 and authorize Ms. Cotton and Mr. Hall to sign and execute all necessary paperwork. The Motion was seconded by Commissioner Burley. The Motion passed by a vote of 4 to 0.

**Agenda Item No. 11**

The Board did not enter into Closed Session.

**Agenda Item No. 12**

There was no action required related to personnel matters following Closed Session.

**Agenda Item No. 13**

The Board discussed the proposed commercial lease agreement for the property behind Station No. 1. Ms. Pierce discussed the terms of the commercial lease agreement with the Board. Commissioner Burley made a Motion to approve the commercial lease agreement as presented contingent on the tenant being able to obtain a non-commercial driveway permit from the appropriate authority. The Motion was seconded by Commissioner Blaha. The Motion passed by a vote of 4 to 0.

**Agenda Item No. 14**

The Board's next regular meeting will be held on **Wednesday, January 21, 2026** at 1:00 p.m. at EMS Station 3 located at 111 West Stroker Road, Crosby, Texas 77532.

**Agenda Item No. 15**

The meeting was adjourned at 2:04 p.m.

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Board Secretary