

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 75

Minutes for the Meeting of June 1, 2026

1. **MEETING CALLED TO ORDER.** The meeting was called to order at 5:20 p.m. by President Robert Wagnon at the Meadowlake Village HOA Clubhouse, 7410 Breda Drive, Baytown, Texas 77521. Commissioners of the Board present were Robert Wagnon, Brenda Marsh, Ernest Nuckols, Yvette Bazan and Tonja Tolleson. Also present was Regina Real, the District's Administrator; and Nicole E. Pierce with Smith, Murdaugh, Little & Bonham L.L.P., the District's legal counsel.
2. **PUBLIC COMMENT.** The Board opened the floor for public comment. There was no public comment received.
3. **CERTIFICATES OF ELECTION AND OATHS.** Ms. Pierce presented Certificate(s) of Election for Robert Wagnon and Ernest Nuckols who were deemed reelected to the Board by virtue of cancellation of the May 2026 election. Commissioners Wagnon and Nuckols executed their oaths of office and the other relevant documents. Ms. Pierce also administered the Oath of Office to newly appointed commissioner Tonja Tolleson, who also completed the necessary paperwork. All Board members completed the required Conflict of Interest Disclosures Statement(s). Motion was made by Yvette Bazan, seconded by Brenda Marsh to accept the Certificate(s) of Election on behalf of Robert Wagnon and Ernest Nuckols. The motion was approved by a vote of 5 to 0.
4. **ELECT DISTRICT OFFICERS.** Motion was made by Ernest Nuckols, seconded by Brenda Marsh to keep the same slate of officers as prior to the May election date, with the exception of electing Tonja Tolleson as Vice President. The motion was approved by a vote of 5 to 0.
5. **MINUTES OF PRIOR MEETINGS.** Motion was made by Ernest Nuckols, seconded by Yvette Bazan to approve the minutes for the regular meeting held on May 4, 2026. The motion was approved by a vote of 3 to 0.
6. **FINANCIAL REPORT FROM DISTRICT BOOKKEEPER.** The Board reviewed the financial report prepared by Regina Real, the District's bookkeeper for the period of May 5, 2026 through June 1, 2026. Motion was made by Ernest Nuckols, seconded by Yvette Bazan to accept the financial report as presented. The motion was approved by a vote of 5 to 0.
7. **PAY DISTRICT OPERATING BILLS.** Motion was made by Ernest Nuckols, seconded by Yvette Bazan to pay the District Bills as presented. The motion was approved by a vote of 5 to 0.
8. **ENGAGEMENT OF CPA FOR FINANCIAL SERVICES.** Motion was made by Tonja Tolleson, seconded by Ernest Nuckols to engage Jimmie Pierce, CPA for accounting and financial services related to preparation of quarterly financial statements on behalf of the District. The motion was approved by a vote of 5 to 0.
9. **REVIEW AND TAKE ACTION ON AMENDMENTS TO DISTRICT 2026 BUDGET.** The Board discussed amending the District's FY2026 Budget to add \$3,000 to an

accounting expense line item related to the engagement of the CPA for preparation of quarterly financial statements. After discussion, Motion was made by Ernest Nuckols, seconded by Tonja Tolleson to approve amending the FY2026 budget by the addition of \$3,000 for accounting/financial services. The motion was approved by a vote of 5 to 0.

10. REVIEW AND TAKE ACTION ON DISTRICT DEPOSITORIES AND AUTHORIZE REVISED INVESTMENTS. No action was required by the Board at this time.

11. ORDER DESIGNATING COUNTY TO PREPARE TAX CALCULATIONS. Motion was made by Yvette Bazan, seconded by Tonja Tolleson to approve the Order Designating Harris County Tax Assessor-Collector's Office to prepare the District's Truth-in-Taxation calculations. The motion was approved by a vote of 5 to 0.

12. REVIEW AND TAKE ACTION ON RECORDS DISPOSITION LOGS. Ms. Pierce presented a Records Disposition Log related to records that were past their required record retention schedule and requested for the documents to be shredded. After review of the Records Disposition Log dated June 1, 2026, motion was made by Yvette Bazan, seconded by Brenda Marsh to approve the log and requested for the documents to be shredded. The motion was approved by a vote of 5 to 0.

13. REPORT FROM BAYTOWN FIRE DEPARTMENT. The Board received and reviewed the May 2026 monthly reports from the Baytown Fire Department. The Department ran a total of 114 calls for the month of May. Motion was made by Ernest Nuckols, seconded by Brenda Marsh, to accept the May monthly report from the Baytown Fire Department. The motion was approved by a vote of 5 to 0.

14. CYBERSECURITY AND AI TRAINING. Ms. Pierce noted the Board's need to complete the annual cybersecurity and artificial intelligence as required by law. She advised that the training needed to be completed before the August 31st deadline. Ms. Real advised that 4 of the 5 commissioners had completed the training and Ms. Tolleson was expected to complete the training that same week. There was no action required by the Board.

15. CLOSED SESSION TO CONSULT WITH LEGAL COUNSEL. No closed session was required.

16. SCHEDULE NEXT MONTHLY MEETING. The Board's next regular meeting will be held on **July 6, 2026** at 5:15 p.m. at the Meadowlake Village HOA Clubhouse, 7410 Breda Drive, Baytown, TX 77521.

17. ADJOURN. Motion was made by Brenda Marsh, seconded by Yvette Bazan to adjourn the meeting. The motion was approved by a vote of 5 to 0. The meeting was adjourned at 5:37 p.m.

Board Secretary