

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 75

Minutes for the Meeting of December 1, 2025

1. **MEETING CALLED TO ORDER.** The meeting was called to order at 5:15 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, Leslie McDonald, Ernest Nuckols, Brenda Marsh and Yvette Bazan. Also present was Regina Real, the District's Administrator.
2. **PUBLIC COMMENT.** The Board opened the floor for public comment. There was no public comment received.
3. **MINUTES OF PRIOR MEETINGS.** Motion was made by Leslie McDonald, seconded by Ernest Nuckols to approve the minutes for the regular meeting held on November 3, 2025. The motion was approved by a vote of 5 to 0.
4. **FINANCIAL REPORT FROM DISTRICT BOOKKEEPER.** The Board reviewed the financial report prepared by Regina Real, the District's bookkeeper for the period of November 3, 2025 through December 1, 2025. Motion was made by Leslie McDonald, seconded by Ernest Nuckols to accept the financial report as presented. The motion was approved by a vote of 5 to 0.
5. **PAY DISTRICT OPERATING BILLS.** Motion was made by Leslie McDonald, seconded by Ernest Nuckols to pay the District Bills as presented. The motion was approved by a vote of 5 to 0.
6. **REVIEW AND TAKE ACTION ON DISTRICT DEPOSITORYES AND AUTHORIZE REVISED INVESTMENTS.** No action was required by the Board at this time.
7. **REVIEW AND TAKE ACTION ON ENGAGEMENT OF AUDITOR TO PERFORM THE DISTRICT 2025 AUDIT** The Board reviewed the continuance letter received by McCall Gibson Swedlund Barfoot PLLC to prepare the District's 2025 Audit. The fee range was estimated to be between \$6,000 and \$8,500. Motion was made by Leslie McDonald, seconded by Ernest Nuckols to engage McCall Gibson Swedlund Barfoot PLLC to prepare the District's 2025 Audit. The motion was approved by a vote of 5 to 0.
8. **ANNUAL REPORT TO TDEM.** The Board discussed the authorization of District Counsel to file the required annual report with the Texas Division of Emergency Management on behalf of the District. Motion was made by Ernest Nuckols, seconded by Leslie McDonald to authorize District Counsel to file the required annual report with TDEM on behalf of the District. The motion was approved by a vote of 5 to 0.
9. **REPORT FROM BAYTOWN FIRE DEPARTMENT.** The Board received and reviewed the October and November 2025 monthly reports from the Baytown Fire Department. The Department ran a total of 120 fire calls and 97 EMS calls for the month of October and a total of 94 fire calls and 80 EMS calls for the month of November. Motion was made by Leslie McDonald, seconded by Ernest Nuckols, to accept the October and November monthly reports from the Baytown Fire Department. The motion was approved by a vote of 5 to 0.

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

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

12. **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 5:18 p.m.

Board Secretary