

**MINUTES OF THE JULY 10, 2025 MEETING OF
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 15**

A meeting was duly called of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 15**, which was held on July 10, 2025, at the **Tomball Fire Department Station 4**, located at **10333 Mahaffey Road Tomball, Texas 77375**.

The meeting was called to order by President **TERRY WHISTLER** at 7:30 p.m. Those commissioners present when the meeting commenced were **TERRY WHISTLER, KARL SAGSTETTER, LARRY FISHER and BARBARA SEBER**. Also in attendance were Chief **JOE SYKORA** of the Tomball Fire Department, **SHANNON STRYK** of VFIS, **KATIE NORRIS** from RIT Financial, and District Counsel **KRYSTINE RAMON** of Coveler & Peeler, P.C.

Quorum being established, the meeting proceeded as scheduled.

The Board next addressed agenda item 2, to receive public comments. Shannon Stryk with VFIS presented himself to the Board and addressed that the renewal of insurance will be coming up in October of 2025. Mr. Stryk asked to be placed on the August 14, 2025 meeting agenda to discuss the District's renewal policy.

The Board then addressed agenda item 3, to approve minutes of prior meeting(s). Commissioner **SAGSTETTER** made a motion seconded by Commissioner **SEBER** to approve the June 12, 2025 meeting minutes. President **WHISTLER** called for a vote and the motion carried by a vote of 4-0.

The Board next addressed agenda item 4, to propose the District 2026 Budget. Katie Norris with RIT Financial presented a proposed budget for the District. Ms. Norris stated she based the proposed budget on a two percent (2%) increase. Commissioner **SAGSTETTER** made a motion seconded by Commissioner **FISHER** to approve the proposed 2026 Budget. President **WHISTLER** called for a vote and the motion carried by a vote of 4-0.

The Board then addressed agenda item 5, to propose the District 2025 Tax Rate. Legal counsel informed the Board that the tax rates for 2025 were not ready. Counsel recommended that the District propose at the highest rate of five cents (\$0.05) to allow the Commissioners to adopt at five cents (\$0.05) or lower. Commissioner **SAGSTETTER** made a motion seconded by Commissioner **FISHER** to approve the proposed rate of five cents (\$0.05). President **WHISTLER** called for a vote and the motion carried by a vote of 4-0.

The Board next addressed agenda item 6, to schedule a public hearing regarding the District's 2025 tax rate and the date of the meeting to adopt. Commissioner **FISHER** made a motion seconded by Commissioner **SAGSTETTER** to schedule the public hearing to adopt the District's 2025 tax rate on August 25, 2025 at 7:30pm. President **WHISTLER** called for a vote and the motion carried by a vote of 4-0.

The Board next addressed agenda item 7, to review and take action on matters relating to an election to be held on November 4, 2025. Legal counsel informed the Board that since the tax rates are not ready, she recommended calling for an election in case the rate the District adopts could trigger an election. Commissioner **SEBER** made a motion seconded by Commissioner **SAGSTETTER** to approve calling for a tax approval election on November 4, 2025. President **WHISTLER** called for a vote and the motion carried by a vote of 4-0.

The Board then addressed agenda item 8, to take action regarding the District's 2025 Budget. There were no amendments at this time. No action was taken.

Then Board then addressed agenda item 9, to receive and approve the District's financial report, including the financial condition of the District and the District's investments. Commissioner **SEBER**, the District Board Treasurer, presented her portion of the financial report. She provided a verbal summary of the District's finances. Commissioner **SEBER** also provided copies of the most recent account statements from the District's banks and investment accounts. For more detailed information concerning the District's financial condition, see the financial reports on file with the District. Katie Norris from RIT Financial presented her bookkeeper's report to the Board. Ms. Norris went over the District's financial report including the Budget v. Actuals. Commissioner **SAGSTETTER** made a motion seconded by Commissioner **FISHER** to approve the bookkeeper's report as presented. President **WHISTLER** called for a vote and the motion carried by a vote of 4-0. For more detailed information concerning the District's financial condition, see the financial reports on file with the District.

The Board next addressed item 10, to approve the payment of the bills as presented. Commissioner **SEBER** presented the bills for approval and payment out of account 3450 as follows: Check 2379 for NW MUD # 5 for \$178.90; Check 2380 to Dowdell PUD for \$159.80; Check 2381 to Dowdell PUD for \$50.30; Check 2382 for Coveler & Peeler for \$2,245.99; Check 2383 for RIT Financial for \$3,750.00; and Check 2384 for Westwood Professional Services for \$8,197.13. Commissioner **SEBER** discussed with the Board the need to transfer one hundred thousand dollars (\$100,000) from account 3475 to 3450 to cover bills. Commissioner

SAGSTETTER made a motion, seconded by Commissioner **FISHER** to approve the payment of the bills as presented and transfer one hundred thousand dollars (\$100,000) from account 3175 to 3450 to cover bills. President **WHISTLER** called for a vote and the motion carried by a vote of 3 to 0 with Commissioner **SEBER** abstaining.

The Board next addressed item 11, to review, discuss and take any necessary action regarding a SAFER Grant. Chief Sykora presented to the Board that the City of Tomball approved going out for the SAFER Grant. Chief informed the Board that the grant has been submitted. No action was taken.

The Board then addressed item 12, to approve the purchase, funding, financing and payment for capital assets, including vehicles, fire-fighting apparatus and equipment and for non-capital items and expenses. No action was taken.

The Board then addressed item 13, to review and approve repair and maintenance expenses for Station 4 and Station 5. No action was taken.

The Board next addressed item 14, to receive a report of fire suppression activity from the Tomball Fire Department. Chief Sykora presented his report, stating there were two hundred fifty-six (256) calls for service in June, with a year to date of one thousand five hundred and seventy-seven (1,577) calls for both the District and City of Tomball. Chief Sykora informed the Board that there were a total of one thousand eight hundred and eleven (1,811) training hours for June with a total of six thousand one hundred and thirty-two (6,132) training hours for the year. No action was taken.

The Board next addressed item 15 to meet in Executive Session, pursuant to §551.071 Texas Government Code, to conduct a private consultation with the District's legal counsel. The Board chose not to enter closed session under item 15.

The Board then addressed item 16, to place any new items which need to be on the agenda for the subsequent District meeting. No action was taken.

The Board next addressed item 17, to schedule the regular July meeting. The next meeting is scheduled for August 14, 2025 at 7:30pm and August 25, 2025 at 7:30pm. No action was taken.

The Board then addressed item 18, adjournment. There being no further business to come before the Board at this time, Commissioner **SEBER** made a motion, seconded by Commissioner **SAGSTETTER** to adjourn the meeting at 9:10 P.M. President **WHISTLER** called for a vote and the motion carried by a vote of 4 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on August 14, 2025.

**HARRIS COUNTY
EMERGENCY SERVICE DISTRICT NO. 15**

By:

Larry Fisher
Larry Fisher
Board Secretary