

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 21
Minutes of the Meeting Held on January 13, 2026

LOCATION: Fire Station No. 3, 19720 Becker Road, Hockley Texas 77447

COMMISSIONERS PRESENT

James Oswalt
Nolan Butterfras
Naomi Kleb
Hardy LeBlanc

OTHERS IN ATTENDANCE

Jason DeVries, District's Fire Chief
Christy Graves, HCESD 3 Interim Chief
Jenni Talley, District's Assistant Chief of Administration
Lori Grogg, Office Manager
Scott Webb, District Chief
David Slattery, Slattery Tackett Architects
Randall F. Parr, District Bookkeeper
Lisa Covington, District Bookkeeper
Angie Zacharias, HR
Krystine Ramon of Coveler & Peeler, P.C., District's Legal Counsel
Members of HCESD 21

- 1) Call meeting order. The meeting was called to order by Commissioner Oswalt at 8:31 a.m. James Oswalt, Naomi Kleb, Nolan Butterfras and Hardy LeBlanc were present and a quorum was established.
- 2) To receive public comment. There were no public comments given.
- 3) To approve the minutes of prior minutes. Commissioner Kleb made a motion to approve the December 16, 2025 regular meeting minutes and special meeting minutes. The motion was seconded by Commissioner LeBlanc. The motion passed 4 to 0.
- 4) To review and take action on matters relating to calling an election to be held on May 2, 2026. Commissioner Kleb made a motion to approve ordering a May 2, 2026 general election for three (3) commissioner positions. The motion was seconded by Commissioner LeBlanc. The motion passed 4 to 0.
- 5) To receive and approve the financial report from District Bookkeeper, including approval of District expenses and bills. Ms. Lisa Covington presented the monthly financial report to the Board. Ms. Covington went over the District's cash balances and budget versus actuals. Ms. Covington went over investments, the separation of maintenance and operations and debt. Ms. Covington also presented the District's sales tax for the month. Commissioner Kleb made a motion to approve the financial report as presented and approve the listed expenses including bills. The motion was seconded by

Commissioner LeBlanc. The motion passed by a vote of 4 to 0. For more detailed information concerning the District's financial condition, see the financial reports on file with the District.

- 6) To review and take any necessary action on amendments to District 2026 Budget. No action was taken.
- 7) To receive a report concerning real estate and/or property acquisitions and to take action on same. Merrill Willgrubs presented to the Board that the Mueschke property has been listed and that he has had some inquiries about the property. No action was taken.
- 8) To review, discuss and take action on matters related to Station 3 on Becker Road. No action was taken.
- 9) To review, discuss and take action on matters related to construction, renovation, repair, maintenance and improvements to District facilities and real property, including engagement of design professionals or engineering services, selection of builders/contractors and cooperation with other county entities regarding the development of stations, including action on construction financing. David Slattery with Slattery Tackett Architects presented a report to the Board. Regarding Station 57, Mr. Slattery informed the Board that he met with the construction committee to go over the schematic design and met with Brookstone Construction for their approval. Regarding Station 52, the civil permit was approved and purchased. Mr. Slattery has had a construction meeting with Brookstone. Demolition will begin before construction, which should take two (2) weeks. After demolition, construction shall begin on the building. Chief DeVries informed the Board that he is looking into building a storage property at Station 3 to store an ambulance and equipment. Commissioner Kleb made a motion to approve hiring JN Bar Land Management, LLC as a landscaper for up to ten thousand dollars (\$10,000) to clear property at Cumberland. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 4 to 0.
- 10) To review, discuss and take action regarding hiring a Medical Director. No action was taken.
- 11) To receive an operations report from Fire Chief Jason DeVries and take any necessary action related to his report. Chief DeVries introduced the new Assistant Chief, Jason Kwas to the Board. Chief DeVries informed the Board that for the month of December, there was a total of one hundred and thirty five (135) hours of training. Two (2) employees attended TEEEX leadership symposium in San Marcos. Interviews for the Training Chief will begin on the 15th of January and will be narrowed to three (3) candidates. Captains will attend the Battalion Chief Academy. New aspiring Engineers are being scheduled for the Company Officer Academy. Regarding apparatus, the spartan engines are here and stocked. Engine 53 is now in service. The 2024 Rosenbauer is still OOS, truck is dog tracking and is being evaluated for the frame. Currently, the District is waiting on Rosenbauer for an Engineering answer. All apparatus have been pump tested. The District will be working on designing and purchasing a new booster and Mini Pumper. The Boats the District ordered should be here this month.

The District is working on the 2022 Chevy at Parkway as they had issues with the title, which is affecting the warranty. Chief presented an overview from 2025, which included a tower delivered, one (1) new Tender three (3) new engines and all apparatus have been outfitted with equipment and plastix. Chief informed the Board that for the first time ever the District is fully stocked with reserves. Four new employees with the District will start on January 14, 2026, which will bring the District up to full staffing. Chief presented an amendment to the traffic light contract from MoVision. The amendment will add six (6) new traffic lights for eleven thousand eight hundred and eight dollars and fifty eight cents (\$11,808.58). Commissioner Kleb made a motion to approve the amendment with MoVision. The motion was seconded by Commissioner LeBlanc. The motion passed 4 to 0.

- 12) To review and act to approve the purchase for bunker gear. District Chief Scott Webb presented a quote from CASO Industries for bunker gear for all firefighters to have two (2) sets of bunker gear for two hundred and twenty six thousand three hundred dollars (\$226,300) through BuyBoard. Commissioner Kleb made a motion to approve the quote from CASO Industries for two hundred and twenty six thousand three hundred dollars (\$226,300). The motion was seconded by Commissioner LeBlanc. The motion passed 4 to 0.
- 13) To review and act to approve the purchase, funding, financing and payment for capital assets, including construction, vehicles, fire-fighting apparatus and equipment and for non-capital items and expenses. No action was taken.
- 14) To review, discuss and take action for the sale or disposal of obsolete surplus and/or salvage property pursuant to Texas Health and Safety Code §775.0735. No action was taken.
- 15) To meet in Closed Session under Government Code Section 551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or matters which require confidentiality under Disciplinary Rules of Professional Conduct of the State Bar of Texas. The Board went into closed session at 10:12 a.m. and came out of closed session at 11:31 a.m.
- 16) To meet in Closed Session pursuant to Government Code Section 551.072 to deliberate regarding real estate matters. The Board chose not to go into closed session.
- 17) To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters. The Board went into closed session at 10:12 a.m. and came out of closed session at 11:31 a.m.
- 18) To review, discuss and take action regarding any real estate matters. No action was taken.
- 19) To review and act on personnel matters, including policies, scheduling, evaluations, benefits, compensation, hiring, retention or termination of District employees, including District Fire Chief, command staff, administrative staff, and suppression personnel. Commissioner Kleb made a motion to approve the adjusted salary for the Fire Chief, Assistant Chiefs and Office Manager as discussed in closed session. The motion was seconded by Commissioner LeBlanc. The motion passed 4 to 0.

- 20) To set meeting date for February 2026. The Board confirmed the next regular meeting will be February 3, 2026 at 8:30 a.m.
- 21) Adjournment. Commissioner Kleb made a motion to adjourn the meeting. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 4 to 0.
The meeting adjourned at 11:34 a.m.