

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 21**  
**Minutes of the Meeting Held on July 8, 2025**

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

**COMMISSIONERS PRESENT**

James Oswalt

David Flower

Naomi Kleb – left at 9:55 a.m.

Hardy LeBlanc

**OTHERS IN ATTENDANCE**

Jason DeVries, District's Fire Chief

Christopher Reyes, District's Assistant Fire Chief

Jennifer Talley, District's Assistant Chief of Administration

Lori Grogg, Office Manager

Merrill McGrubs, Realtor

David Slattery, Slattery Tackett Architects

Randall F. Parr, District Bookkeeper

Lisa Covington, District Bookkeeper

Angela Zacharias, District Human Resources

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, David Flower, Naomi Kleb and Hardy LeBlanc were all present and a quorum was established.
- 2) To receive public comment. There were no public comments given.
- 3) To receive a presentation from HdL and take any necessary action. Katie Briggers with HdL presented HdL's newest reports called Comprehensive Community Insight. Ms. Briggers with HdL presented to the Board how Comprehensive Community Insight can assist the District with projecting its growth and trends. Ms. Briggers informed the Board that the annual fee for the Comprehensive Community Insight was two thousand seven hundred dollars (\$2,7000). Commissioner Oswalt made a motion to approve the Comprehensive Community Insight program and the annual fee of two thousand seven hundred dollars (\$2,700). The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 4 to 0.
- 4) To receive a presentation from Ironclad Wellness and take any necessary action. Jason M. Corthell and Alexis Melton from Ironclad Wellness presented what services they offer regarding mental wellness training and program builds. Mr. Corthell presented a proposal in the amount of seventeen thousand nine hundred dollars (\$17,900) for their services. Commissioner Kleb made a motion to approve the engagement of Ironclad Wellness and approve the proposal from Ironclad Wellness in the amount of

seventeen thousand nine hundred dollars (\$17,900). The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 4 to 0.

- 5) To approve the Minutes of prior meeting(s). Commissioner Kleb made a motion to approve the meeting minutes from June 10, 2025. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 4 to 0.
- 6) To propose the District 2026 Budget. Randall F. Parr, the bookkeeper informed the Board he was still working on the Budget with the Chief and that it would be ready to present at the August 12, 2025 meeting. No action was taken.
- 7) 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 ten cents (\$0.10) to allow the Commissioners to adopt at ten cents (\$0.10) or lower. Commissioner Kleb made a motion to approve the proposed 2025 Tax Rate of ten cents (\$0.10). The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 4 to 0.
- 8) To schedule a public hearing regarding the District's 2025 tax rate and the date of the meeting to adopt. Commissioner Kleb made a motion to schedule the public hearing regarding the District's 2025 tax rate to adopt on August 25, 2025 at 8:30 a.m. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 4 to 0.
- 9) 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 Kleb made a motion to approve calling for an election to be held on November 4, 2025 for a tax approval rate. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 4 to 0.
- 10) To receive and approve the financial report from District Bookkeeper, including approval of District expenses and bills. Mr. Parr presented the monthly financial report to the Board. Mr. Parr went over the District's cash balances and budget versus actuals. Mr. Parr went over investments, the separation of maintenance and operations and debt. Mr. Parr 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.
- 11) To review and take any necessary action on amendments to District 2025 Budget. There were no amendments at this time. No action was taken.
- 12) To receive a report concerning real estate and/or property acquisitions and to take action on same. Mr. Slattery informed the Board that the real estate/construction committee for Harris County ESD No. 21

and Harris County ESD No. 3 met on July 3, 2024 to discuss Station 52 and Station 57. Both committees recommended that both District have co-ownership of building Station 52 and 57 and that Harris County ESD No. 21 pay sixty percent (60%) and Harris County ESD No. 3 pay forty percent (40%) of the cost allocation for the construction of Station 52 and Station 57. The committee recommended working together with the design and construction of Station 52 and Station 57. Mr. Slattery said that the total cost of Station 52 should not be more than thirteen million five hundred thousand dollars (\$13,500,000). Commissioner Kleb made a motion to approve going forward with the construction of Station 52 and Station 57 and for Harris County ESD No. 21 pay for sixty percent (60%) of the cost allocation of the construction costs for Station 52 and Station 57. The motion was seconded by Commissioner LeBlanc. The motion passed 4 to 0.

- 13) To review, discuss and take action on matters related to Station 3 on Becker Road. Chief DeVries presented to the Board that the AAON system was completed on Friday, July 4, 2025. Chief explained that the company is working on moving the intake in the gym and balancing the A/C. Chief informed the Board he had some concerns with the foundation shifting at Station 3. David Slattery informed the Board he will present proposals at the August meeting regarding companies who can evaluate the foundation. No action was taken.
- 14) 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. Chief DeVries informed the Board that construction for Station 54 has been completed and the District is waiting on door access controls with badge access. Mr. Slattery informed the Board that Station 51 has been mobilized. Construction should be completed for Station 51 in the early part of September. Station 57 will begin programming. No action was taken.
- 15) To receive an operations report from Fire Chief Jason DeVries and take any necessary action related to his report. Chief DeVries presented his report to the Board. Chief informed the Board that there were one hundred and eleven (111) calls in June. The driver operator course will be conducted in the later part of July 2025. For the month of June, there were one hundred and nine (109) hours of training completed in the District. Tender 51 has been placed in the bay at Station 53. Tender 53 had a coolant issue that has since been repaired. The Spartan engine AC system has been replaced. Engine 53's top cowling hit a branch causing damage to the cowling. The new Rosenbauer is waiting on equipment and the final installation. Tower 53 rescue equipment has been installed and is waiting on DACO to finish repairs to hydraulics and cooling system. The final inspection for the Spartan was completed in South Dakota and with a delivery date in Houston within a week. No action was taken.

- 16) To review, discuss and take action on an agreement with FarrWest. Chief DeVries presented to the board a lease agreement from FarrWest for seventeen thousand one hundred and forty three dollars and fifty six cents (\$17,143.56). The lease agreement is for the lease meters on engines and vehicles and to do quarterly calibration. The lease will begin on August 1, 2025 for twelve (12) months with one year renewals. Commissioner Oswalt made a motion to approve the lease agreement with FarrWest for seventeen thousand one hundred and forty three dollars and fifty six cents (\$17,143.56). The motion was seconded by Commissioner LeBlanc. The motion passed 3 to 0.
- 17) To review, discuss and approve a resolution for Amegy Bank. Legal counsel presented to the Board a resolution to remove previous Commissioners and add current Commissioners to the Amegy bank account. Commissioner Oswalt made a motion to approve the resolution for Amegy Bank to remove previous Commissioners and add current Commissioners to the Amegy bank account. The motion was seconded by Commissioner LeBlanc. The motion passed 3 to 0.
- 18) 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.
- 19) 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. Chief DeVries presented to the Board a rescue boat and trailer through Rescue One using HGAC with a center console tiller steer to fill SCBA bottles for sixty seven thousand nine hundred and twenty five dollars (\$67,925.00). The price includes delivery. Commissioner Oswalt made a motion to approve the proposal from Rescue One for a rescue boat and trailer for sixty seven thousand nine hundred and twenty five dollars (\$67,925.00). The motion was seconded by Commissioner LeBlanc. The motion passed 3 to 0. Commissioner Oswalt made a motion to approve the purchase of ten (10) dry suits. The motion was seconded by Commissioner LeBlanc. The motion passed 3 to 0. Chief DeVries presented to approve the purchase of a 2021 F450 4x4 for seventy thousand dollars (\$70,000) from Monaville Volunteer Fire Department. Commissioner Oswalt made a motion to approve the purchase of the 2021 F450 4x4 for seventy thousand dollars (\$70,000) pending legal review. The motion was seconded by Commissioner LeBlanc. The motion passed 3 to 0.
- 20) 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 did not go into Closed Session to consult with legal counsel.
- 21) To meet in Closed Session pursuant to Government Code Section 551.072 to deliberate regarding real estate matters. The Board did not go into Closed Session to deliberate real estate matters.

- 22) To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters. The Board did not go into Closed Session to discuss personnel matters.
- 23) To review, discuss and take action regarding any real estate matters. No action was taken.
- 24) To review, discuss and take action regarding personnel matters. Commissioner Oswalt made a motion to approve the original hire date of employees to account for PTO effective July 1, 2025. The motion was seconded by Commissioner LeBlanc. The motion passed 3 to 0.
- 25) To set meeting date for July 2025. The Board confirmed the next meeting date for August 12, 2025 at 8:30 a.m.
- 26) Adjournment. Commissioner LeBlanc made a motion to adjourn the meeting. The motion was seconded by Commissioner Oswalt. The motion passed by a vote of 3 to 0.
- The meeting adjourned at 11:33 a.m.