

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 21
Minutes of the Special Meeting Held on October 23, 2025

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

COMMISSIONERS PRESENT

James Oswalt
Nolan Butterfras
David Flower
Naomi Kleb
Hardy LeBlanc

OTHERS IN ATTENDANCE

Jason DeVries, District's Fire Chief
Christy Graves, EMS Chief of HCESD 3
Jenni Talley, the District's Chief of Administration
Lori Grogg, Office Manager
Randall F. Parr, District's Bookkeeper
Lisa Covington, District's Bookkeeper
David Slattery, Slattery Tackett Architects
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 9:41am. James Oswalt, Nolan Butterfras, David Flower, Naomi Kleb, and Hardy LeBlanc were all present and a quorum was established.
- 2) To receive public comment. Emily Ponte thanked both Harris County Emergency Services District No. 3 and Harris County Emergency Services District No. 21 for their support of the Dennis Holder Scholarship. Ms. Ponte informed the Boards that she will be leaving the Dennis Holder Scholarship and be joining the Houston Pension Fund.
- 3) 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 informed the Board that he received eight (8) proposals for a Construction Manager at Risk (CMAR) for Station 57. Mr. Slattery presented all eight (8) proposals to the Board, with the top ranking proposals from Brookstone, Durotech and MACO. The Boards discussed the proposals. By a general consensus, the Board agreed to hold interviews for the top three (3) proposals at the joint meeting with Harris County Emergency Services District No. 21 on November 17, 2025 starting at 8:30 a.m. Mr. Slattery

informed the Board that the CMAR for Station 52 is currently going out for subcontractor bids. No action was taken.

- 4) To review and take action on financial matters of the District and pay District bills. Jenni Talley, District's Assistant Chief of Administration presented to the Board a list of bills to be paid. Commissioner Kleb made a motion to approve the listed expenses including bills. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 5 to 0.
- 5) 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 chose not to go into Closed Session.
- 6) 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.
- 7) To review, discuss and take action regarding any real estate matters. No action was taken.
- 8) Announcements by the Board or Department. No action was taken at this time.
- 9) Adjournment. Commissioner Kleb made a motion to adjourn the meeting. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 5 to 0. The meeting adjourned at 9:55 a.m.