

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 21
Minutes of the Meeting Held on November 17, 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
Christopher Reyes, District's Assistant Fire Chief
Christy Graves, HCESD 3 Interim Chief
Jennifer 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 11:02 a.m. James Oswalt, David Flower, Naomi Kleb, Nolan Butterfras and Hardy LeBlanc were all present and a quorum was established.
- 2) To receive public comment. There were no public comments given.
- 3) To review, discuss and approve GMP Amendment from Brookstone Construction. David Slattery introduced Jeremy Stovall from Brookstone Construction to present the GMP Amendment. The GMP Amendment presented was \$11,686,254 with a carport estimate of \$83,525. Commissioner Kleb made a motion to approve the GMP Amendment as presented and carport estimate. The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0.
- 4) 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 the construction committee met and heard from and received presentations from Brookstone, Durotech and MACO for CMAR for Station 57. The Boards discussed the

presentations. Commissioner Kleb made a motion to approve Brookstone Construction for Station 57's CMAR. The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Commissioner Kleb made a motion to approve the contract with Brookstone Construction for Station 57 as the CMAR pending final legal review. The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Mr. Slattery informed the Board that the schematic design on Station 57 is almost complete with Brookstone. Mr. Slattery presented a proposal to approve the UES proposal for Geotech services for thirteen thousand six hundred dollars (\$13,600). Commissioner Kleb made a motion to approve the proposal from UES for Geotech services for thirteen thousand six hundred dollars (\$13,600). The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Mr. Slattery presented a proposal to engage a water well engineer for eleven thousand five hundred dollars (\$11,500). Commissioner Kleb made a motion to approve the proposal to engage a water well engineer for eleven thousand five hundred dollars (\$11,500). The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0.

- 5) 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 5 to 0. For more detailed information concerning the District's financial condition, see the financial reports on file with the District.
- 6) To review, discuss and take action regarding the replacement and purchase of new poll pads and warranties for District elections. Legal counsel presented to the Board that the District's poll pads are more than six years old and therefore need to be replaced. Ms. Ramon informed the Board that the consortium cost for the District would be four hundred and four dollars (\$404). Legal counsel also informed the Board that the warranties for the election equipment will be extended until 2027 and the consortium cost for the District would be sixteen hundred dollars (\$1,600). Commissioner Kleb made a motion to approve the purchase of the poll pads and extended warranty on the election equipment. The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0.
- 7) To receive an operations report from Fire Chief Jason DeVries and take any necessary action related to his report. Chief DeVries informed the Board that there were one hundred and sixty (160) calls for the month of October. Chief DeVries presented to the Board a Mutual Aid Agreement between the District and DPS. Commissioner Kleb made a motion to approve the Mutual Aid Agreement between the District and DPS. The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0.

Chief DeVries presented to the Board a proposal from Eaton to approve a battery backup for Station 53 for four thousand one hundred and thirty nine dollars and fifty cents (\$4,139.50). Commissioner Kleb made a motion to approve the proposal from Eaton to approve a battery backup for Station 53 for four thousand one hundred and thirty nine dollars and fifty cents (\$4,139.50). The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Chief DeVries presented to the Board a proposal from EPSC to install a 50,000 BTU Bay Heater for Station 54 for three thousand found hundred dollars (\$3,400). Commissioner Kleb made a motion to approve the proposal from EPSC to install a 50,000 BTU Bay heater for Station 54 for three thousand found hundred dollars (\$3,400). The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Chief DeVries presented a proposal from EPSC to install Ecobee Thermostats and sensors for the Dorms for one thousand nine hundred and fifty dollars (\$1,950). Commissioner Kleb made a motion to approve the proposal from EPSC to install Ecobee Thermostats and sensors for the Dorms for one thousand nine hundred and fifty dollars (\$1,950). The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Chief DeVries made a motion to approve a proposal from Competition Roofing to relocate the canopy from Station 2 to Station 1 for nine thousand one hundred (\$9,100). Commissioner Kleb made a motion to approve the proposal from Competition Roofing to relocate the canopy from Station 2 to Station 1 for nine thousand one hundred (\$9,100). The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Chief DeVries presented to the Board a proposal from EPSC for crushed concrete to be placed at Station 1 for eighteen thousand six hundred dollars (\$18,600). Commissioner Kleb made a motion to approve the proposal from EPSC for crushed concrete to be placed at Station 1 for eighteen thousand six hundred dollars (\$18,600). The motion was seconded by Commissioner Hardy. The motion passed 5 to 0. Chief DeVries presented a proposal from A1 Installations for cameras at Station 54 for three thousand three hundred and thirty eight dollars (\$3,338). Commissioner Kleb made a motion to approve the proposal from A1 Installations for cameras at Station 54 for three thousand three hundred and thirty eight dollars (\$3,338). The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0.

- 8) To review, discuss and take action on location and designee for May 2, 2026 Commissioner Election.
No action was taken.
- 9) 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 1:08 p.m. and came out of closed session at 2:46 p.m.

- 10) To meet in Closed Session pursuant to Government Code Section 551.072 to deliberate regarding real estate matters. The Board went into closed session at 1:08 p.m. and came out of closed session at 2:46 p.m.
- 11) To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters. The Board went into closed session at 1:08 p.m. and came out of closed session at 2:46 p.m.
- 12) To review, discuss and take action regarding any real estate matters. Commissioner Kleb made a motion to approve the lease space at suite 1200 at 17774 Cypress Rosehill Rd, as discussed in closed session. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 5 to 0.
- 13) To review, discuss and take action regarding personnel matters. Commissioner Kleb made a motion to approve the settlement agreement as discussed in closed session. The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0.
- 14) To set meeting date for December 2025. The Board confirmed the next regular meeting will be December 16, 2025 at 9:00 a.m.
- 15) Announcements by the Board or Department. There were no announcements by the Board or Department. No action was taken.
- 16) 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 2:50 p.m.