

**MINUTES OF THE JULY 29, 2025, MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO.17**

A meeting for **July 29, 2025**, was duly called of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17**, which was held at the District's Administration Building located at 10410 Airline Drive, Houston, Texas.

1. Call meeting to order.

The meeting was called to order at 9:30A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, EVERETT GRIFFIN, KENNETH ADCOCK**, and **ROBIN HAYSLIP**. **DON GILKEY** was unable to attend. Also present were Members of the Chief's staff, District legal counsel David Manley of Coveler & Peeler, P.C., the District's Administrative Assistant Becky Cox, Amanda Coveler, James Roberts, Todd Smith, and Richard Sol, Administrative staff, Alexis Espinosa of RIT Financial, and David Slattery from Slattery and Tackett.

2. To receive public comment.

The Board opened the meeting to public comment, there was no public in attendance.

3. To propose the District 2026 Budget.

Chief Richardson discussed the proposed budget that was previously sent to the Board after Budget workshops. He explained the cost of benefits and insurance was the main reason for the majority of the increase in budget for the 2026 year. He stated other options will be investigated before the 2027 Budget. A motion to accept the proposed 2026 Budget was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL**. Motion carried by a vote of 4 to 0.

4. To propose the District 2025 Tax Rate.

A motion to propose a \$.10/\$100 tax rate for the 2025 year was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0. There was discussion about \$500,000 of sales tax missed by the Comptroller's office. This was identified by the auditors and has been corrected.

5. To schedule a public hearing regarding the District's 2025 tax rate and the date of the meeting to adopt.

A motion was made by **MR. BLASDELL**, seconded by **MR. ADCOCK**, to hold the Public Hearing and adoption meeting on August 26, 2025 at 9:30 a.m. which would be held at the District Administration Building. Motion carried by a vote of 4 to 0.

6. To authorize District counsel to publish the necessary 2025 Tax Rate setting notices.

A motion to authorize District counsel to publish the 2025 Tax Rate setting notices was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

7. To review and take action on matters relating to an election to be held on November 4, 2025.

A motion to cancel the election was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

8. To approve the Minutes of prior meetings.

Motion was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN** to approve the minutes from prior meetings. Motion carried by a vote of 4 to 0.

9. To review and act on financial matters, including financial report, investments, Investment Policy, accounts, depository security, resolutions for account access, and to pay bills.

A Motion was made by **MR. BLASDELL** and seconded by **MR. ADCOCK** to accept the financial report as presented and approve payment of bills included therein. Motion carried by a vote of 4 to 0.

10. To review and act on amendments/revisions to District budgets.

No action taken.

11. To review and discuss and take action regarding adoption, amendment and explanation of District policies, procedures and standard operating guidelines.

a. SB 2778 – To approve an increase in expenditures by authorized employees up to \$50,000.

This item will be discussed further at the next Bill Payment meeting.

12. To review and take action to approve the purchase of capital assets, including apparatus/vehicles, equipment, tools, and communications equipment.

Chief Richardson presented the following items for the Board's consideration: Repair to one of the trucks that was damaged for \$11,310.38; Compressor for Station 84 air conditioning for \$4,511; 18 SCVA Bottles for \$26,320.45; 12 new Airpack masks for \$4,322.04; Replace the Fit test machine that is 12 years old for \$11,226.13; for a combined total of \$57,690. A motion to approve these expenditures was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

13. To review and act on disposition of surplus and/or salvage property.

Chief Cone advised the Board he has several old gear grid lockers to list on gov.deals as surplus. A Motion to approve the sale of the listed items as salvage was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

14. To review and act on District obligations, including retiring obligations or incurring obligations for construction, real estate, vehicles, and equipment.

No action taken.

15. To receive a report from Fire Chief on Fire Department activity.

Chief Cone and members of the department made verbal and multi-media reports. No action required.

16. To review, discuss and act on any issues related to the repairs, improvement, and construction of District facilities, including engaging construction services, change orders and construction payments.

Mr. Slattery provided an update on ongoing projects. No action required.

17. To review and act on personnel matters, including action on hiring, retention, policies, duties, and benefits.

Ms. Coveler provided the Board with information regarding the District's health and benefit plans. No action required.

18. To review and act on real estate, including but not limited to purchase, sale, platting, or permits.

No action taken.

19. To review and act on any matters regarding dispatch, communications, or mutual aid agreements with other agencies.

No action taken.

20. To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and Tax Code §323.3022 to discuss sales tax matters.

No action.

21. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.

No action.

22. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.

No action.

23. To review, discuss and take action regarding matters discussed in the Closed Session.

No action.

24. To set the date of the next regular meeting.

The next regular meeting will be held on Tuesday, August 26, 2025, at 9:30 a.m. The mid-month bill payment meeting will be August 12, 2025, at 9:30 a.m.

25. Adjournment.

There being no further business brought before the Board, a motion to adjourn was made by **MR. BLASDELL**, seconded by **MR GRIFFIN**. Motion carried by a vote of 4 to 0 and the meeting adjourned at 10:28 a.m.


Secretary of Board