

**MINUTES OF THE NOVEMBER 18, 2025, MEETING OF THE  
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO.17**

A meeting for **November 18, 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 11:01 A.M. by **BILL BLASDELL**. Those commissioners present were **BILL BLASDELL, EVERETT GRIFFIN, KENNETH ADCOCK, ROBIN HAYSLIP** and **DON GILKEY** (arrived at 11:20 a.m.). 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, and Administrative staff, 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 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.

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

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

No action required.

**6. To receive report from HDL companies regarding Special Purpose Districts and take any related action.**

No action.

*The Board addressed items 7 through 10 together.*

7. **To review and take action on the ratification of a continuing Contract with Linebarger Goggan Blair & Sampson pursuant to §6.30 of the Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.**
8. **To discuss and take action on the imposition of additional penalty on delinquent taxes pursuant to §33.07 of the Tax Code and adoption of a Resolution regarding same for taxes.**
9. **To discuss and take action on the imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Tax Code and adoption of a Resolution regarding same.**
10. **To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Tax Code and adoption of a Resolution regarding same**

Mr. Manley presented the annual resolution related to delinquent tax collections with Linebarger Goggan Blair & Sampson LLP, and additional 20% penalties imposed on those delinquent taxes to address penalties and to cover the cost of collection fees. **Mr. BLASDELL** made a motion, seconded by **Mr. GRIFFIN**, to approve the resolution and related penalties on delinquent tax collections as presented. Motion passed with a vote of 4 – 0.

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

No action taken.

12. **To review, discuss and act regarding the purchase of warranties for District election equipment.**

Mr. Manley informed the Board the cost for the warranties on the election equipment will be \$1,579.78. A motion to approve this expense was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

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

Chief Richardson requested approval to move the stations alarm monitoring and testing of alarms and sprinkler systems to Pye-Barker Fire and Safety. The cost for installation will be \$6,570.00 and annual recurring cost of \$11,695.00 for a total of \$18,265.00. A motion to approve this expenditure was made by **MR. BLASDELL** and seconded by **MR. HAYSLIP**. Motion carried by a vote of 4 to 0.

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

No action required.

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

No action taken.

- 16. To receive a report from Fire Chief on Fire Department activity.**

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

- 17. 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. He advised the Board the engineers received 4 bids for the water line. He recommends the lowest bid from Capitol Underground pending Counsel approval. A motion to approve the bid from Capitol Underground pending legal review was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

- 18. 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 and annual personnel reviews. She informed the Board that the current rate for TCDRS is 10% and recommended that it stay the same for the next year. A motion to approve the 10% rate for TCDRS was made by **MR. HAYSLIP** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

- 19. To review and act on real estate, including to purchase, sale, platting, or permits.**

No action taken.

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

No action taken.

- 21. 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.

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

No action.

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

No action.

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

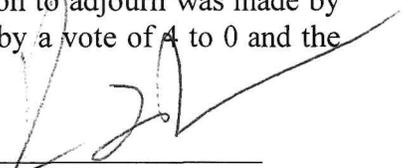
No action.

**25. To set the date of the next regular meeting.**

The December meeting will be held on December 16, 2025 at 9:30 AM. Due to the December meeting being held earlier in the month, there will be no need to have a mid-month bill meeting scheduled.

**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 11:40 a.m.

  
Secretary of Board