

**MINUTES OF AUGUST 12, 2024 MEETING**  
**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46**

A public meeting was duly called by the Board of Commissioners of **Harris County Emergency Services District No. 46** on **August 12, 2024**, which was held at the **Atascocita Fire Department Headquarters Building** located at **18425 Timber Forest Drive, Humble, Texas 77346**.

The meeting was called to order at 6:11 p.m. by **BUDDY RICE**, Vice President of the Board, and Chairman of the meeting. Other Commissioners present included **RON CLARKE**, **JAMES CONE**, and **JOHN BOLLUM**. Chief of the Department, Mike Mulligan, Assistant Chief of Operations Terry Wygal, EMS Director Sean Conley, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Mary Anne Sokol, Ira Coveler and Melissa Wiggins of Coveler & Peeler, P.C., District legal counsel, and members of the Fire Department and public were also present.

The Board first opened the floor to public comment, though none was forthcoming.

The Board next discussed matters related to the District's 2025 budget. Chief Mulligan addressed the Board regarding the proposed budget which was provided prior to the meeting. He noted that the largest difference in the 2024 and 2025 budgets came from payroll expenses, and also pointed out a \$1,300,000 deficit but assured the Board that the figure was expected and had been factored into the long-term strategic plan for the District. Commissioner **CLARKE** questioned the higher interest earnings shown for the year, and was advised by Mr. Coveler that interest was understated for 2024, but that further review could be made. Commissioner **BOLLUM** further questioned the impact of the anticipated deficit on the completion of Station 29, but was assured by Mr. Wassell that funds were available to cover the project which had not been used the previous year. Regarding the deficit, Mr. Coveler advised that the figures should be balanced based on using funds in the District's reserves according to the District policy. After discussion, Commissioner **CONE** made a Motion, seconded by Commissioner **CLARKE**, to accept the proposed budget as presented. Thereafter, Vice President **RICE** called for a vote, and the Motion passed by a vote of 4 to 0.

The Board then discussed matters related to the District's 2024 Tax Rate. Mr. Coveler stated that last year's tax rate was \$0.10 per \$100 based on an \$8,800,000,000 tax base. This year, that base had increased by approximately \$500,000,000. He then reviewed potential tax rates with the Board, noting that the maximum rate possible for the District was \$0.10 per \$100 valuation, and that if the maximum rate was proposed, a lower rate could be adopted in September. After review, Commissioner **CLARKE** made a Motion, seconded by Commissioner **CONE**, to propose the 2024 Ad Valorem tax rate at \$0.10 per \$100 valuation. Thereafter, Vice president **RICE** called for a vote, and the Motion passed by a vote of 3 to 1, with Commissioner **BOLLUM** opposed.

The Board next scheduled a public hearing regarding the District's 2024 tax rate. After discussion, Commissioner **CONE** made a Motion, seconded by Commissioner **CLARKE**, to conduct the adoption and Public Hearing on September 16, 2024 at 7:00 p.m. Thereafter, Vice President **RICE** called for a vote and the Motion passed by a vote of 4 to 0.

Commissioner **CONE** then made a Motion, seconded by Commissioner **CLARKE**, to authorize District counsel to publish any necessary 2024 Tax Rate setting notices. Thereafter, Vice President **RICE** called for a vote, and the Motion passed by a vote of 4 to 0.

The Board next discussed matters related to the District's tax rate election to be held on November 5, 2024: Mr. Coveler advised that based on the proposed tax rate, no election would be required. No action was taken by the Board.

The Board then reviewed matters related to the Station 29 construction project. Chief Mulligan informed the Board that progress was ongoing, and contractors had been on site for the last few weeks without any unexpected discoveries. Mr. Wassell then informed the Board that a contractor had noted the current tower, purchased and erected in 2005, was not up to specifications and was considered at risk of falling. Due to changes in standards, the tower could not be brought up to standard. The construction committee was therefore halting work on the tower to evaluate the situation and revisit replacing or removing the tower at a later date. Commissioner **RICE** questioned the expected completion date for the station, and was given the date of November 14, 2024 for substantial completion, with a grand opening in December or January 2025 if necessary.

Next, the Board reviewed matters related to the District's maintenance facility. Chief Mulligan advised that Humble ISD was still working on matters related to the detention pond, and that some lines would need to be moved regarding sewer connections. No action was taken at this time.

The Board then received a sales tax report from ESD Tax Management Services. Chief Mulligan presented the report, stating allocations for the month of August totaled \$498,438.78, representing a \$28,316.01 increase over 2023. Eight (8) taxpayers contributed significant allocations totaling \$145,248.87. Three (3) entities were being investigated further regarding their unusual allocations. Commissioner **CONE** noted his appreciation for the new allocation format, including a monthly and year-to-date variance summary as previously requested. After review, Commissioner **BOLLOM** made a Motion, seconded by Commissioner **CLARKE**, to approve the report as presented. Thereafter, Vice President **RICE** called for a vote, and the Motion passed by a vote of 4 to 0.

At this time, the Board took the agenda out of order and addressed Item No. 14, to review prior meeting minutes. Two (2) sets of minutes were presented for review from the June 11<sup>th</sup> and July 15<sup>th</sup> Board meetings. After review, Commissioner **CLARKE** made a Motion, seconded by Commissioner **CONE**, to approve the minutes as presented. Thereafter, Vice President **RICE** called for a vote, and the Motion passed by a vote of 4 to 0.

Next, the Board discussed the Department reports. Chief Mulligan advised that the reports were provided prior to the meeting, and stated July was a busy month, especially due to weather events. The Department made mutual aid calls seventy-seven (77) times, and received aid twenty-nine (29) times. EMS crews made calls to the City of Houston (COH) forty-seven (47) times which was slightly down from previous months. After meeting with the COH Executive Operations Chief, Chief Mulligan further advised that efforts were ongoing to fix the run cards and lower COH's calls to ESD 46, but due to personnel issues, the process was taking longer than expected. As of August 12<sup>th</sup>, changes to the CAD system should have been made and fewer calls would be made going forward. "Pursuant to that, I've given instructions not to send ambulances to Houston, unless we're going to have two (2) ambulances available in-District. That way there are two (2) here and two (2) available elsewhere, except in extreme situations." He lastly noted, however, that other agencies might also restrict their protocols in response to the District limiting its availability, which could create extended response times.

After review, Commissioner **BOLLOM** made a Motion, seconded by Commissioner **CLARKE**, to approve the report as presented. Thereafter, Vice President **RICE** called for a vote, and the Motion passed by a vote of 4 to 0.

The Board next reviewed thirty (30) day advance request(s), though none were forthcoming, and no action was taken.

The Board then reviewed items for sale or disposal pursuant to Texas Health and Safety Code §775.0735, though none were forthcoming, and no action was taken.

The Board next reviewed necessary repairs of equipment, apparatus and facilities in service to the District, though none were listed, and no action was taken. Chief Mulligan noted that water had infiltrated the fleet center, though all damages were due to recent storm events and would be included in the reimbursement request to FEMA.

At this time, the Board returned to Agenda Items 12 and 13 regarding financial matters.

The Board then received the financial report prepared by Mary Anne Sokol. Chief Mulligan advised the regular budget review was provided prior to the meeting, and stated no unusual activity or items were noted in the report. After review, Commissioner **BOLLOM** made

a Motion, seconded by Commissioner **CONE**, to accept the report as presented. Thereafter, Vice President **RICE** called for a vote, and the Motion passed by a vote of 4 to 0.

Next, the Board reviewed District bills and Commissioner submittals for approval and payment. After review, Commissioner **BOLLOM** made a Motion, seconded by Commissioner **CLARKE**, to approve payment of the District's bills and submittals. Thereafter, Vice President **RICE** called for a vote and the Motion passed by a vote of 4 to 0.

The Board did not meet in Closed Session to consult with legal counsel, discuss sales tax matters, discuss personnel matters, or to deliberate regarding real estate matters.

The Board took no action regarding District real estate matters and personnel matters.

The Board then confirmed the next meeting date for September 16, 2024.

The Board took no action regarding changing the District's regular meeting date and time.

Next, the Board opened the floor to announcements from the Board of Commissioners or the Department staff. Chief Mulligan addressed a recent event which deeply impacted the Department, and commended crews and staff for their handling of the situation. He especially thanked Mr. Wygal and Mr. Conley for their efforts to bolster morale, and the Department's mental wellness program for all Department staff. Commissioner **BOLLOM** agreed, acknowledging and commending the members and employees of the Department and District.

There being no further business brought before the Board, Commissioner **BOLLOM** made a Motion, seconded by Commissioner **CLARKE**, to adjourn the meeting at 6:52 p.m. Thereafter, Vice President **RICE** called for a vote, and the Motion passed by a vote of 4 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on September 16, 2024.

By:

  
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**RON CLARKE**  
Board Secretary