

HARRIS COUNTY EMERGENCY SERVICES DISTRICT # 13
11900 Cypress North Houston
Cypress, Texas 77429-5948
281 894-0151

MEETING MINUTES
February 23, 2026, 6:30 P.M.

Commissioners present: Vince Tobin – President
Casey Estilette – Vice President
Scott Johnson – Treasurer
Elizabeth Fletcher – Secretary
JoAnne Arosell – Asst. Secretary/Treasurer

Others: Richard Lieder (Fire Chief) Alexa Carrasco (Admin.Assist.)
Jason Blackman (Asst Chief) David Manley (Legal Counsel)
Angela Hazlegrove (Office Manager) Jack Johnson (District Chief)

The District will consider and act upon the following matters:

1. Call meeting to order.
Vince Tobin called the meeting to order at 6:30 p.m.
2. To receive public comment.
None.
3. Review and take action on matters relating to calling an election to be held on May 2, 2026:
JoAnne Arosell moved, Scott Johnson seconded, a motion to cancel the election called for May 2, 2026. The motion passed 5-0.
4. To receive any reports from Fire Chief Richard Lieder and take any necessary action related to his report.
We ran 297 calls in January, 266 in district, 31 Automatic Aid.

Construction on the Maintenance building has been proceeding at a rapid pace.

New E22 was placed in service on 02/16/2026.

We have posted for our open salaried e/o positions.

5. To receive any administrative reports from the District Staff.
The TDEM reimbursement for the October all-hazards deployment is currently at step 12 of 13. We have 1 Engineer Operator sent out on Monday, February 16th, on a new deployment serving as an Engine Boss Trainee, and a second Engineer Operator sent out on Friday, February 20th, on a different strike team serving as a firefighter.

The firefighter application has closed. There were 39 applicants, and 19 of them had completed the application properly. 13 of those 19 have passed the physical agility test and will be interviewed on Tuesday, February 24th, and Thursday, February 26th.

The Engineer Operator application has been live for 2 weeks and will close out on March 2nd at midnight. We currently have 7 signed applications.

The department has completed 7 car seat installations and 12 home safety inspections this year.

6. To review, discuss, and take action regarding the Logistics Center project, including approval of any Pay Applications or Change Orders related to the construction projects.
Scott Johnson moved, JoAnne Arosell seconded, a motion to approve payment for Pay Application 11 in the amount of \$468,032.39. The motion passed 5-0.
7. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
Postpone.
8. To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.
Postpone.
9. To review, discuss and approve upcoming Purchases.
 - a. Truck
 - b. SCBA Bottles

Elizabeth Fletcher moved, Scott Johnson seconded, a motion to approve the purchase of a new pickup truck in the amount of \$49,339.00. The motion passed 5-0.

Scott Johndon moved, Elizabeth Fletcher seconded, a motion to approve the purchase of SCBA Bottle replacements in the amount of \$57,600.00. The motion passed 5-0.

10. To pay District bills, ACH withdrawals, other electronic payments, and transfers for payroll as well as any other checks that are presented at the meeting.
Scott Johnson moved, Elizabeth Fletcher seconded, a motion to accept \$2,393,617.45 in expenses for February 2026 plus estimated mid-month March 2026 expenses of \$774,894.08. The motion passed 5-0.
11. To receive the Treasurers' report for the District and take any action related thereto.
The percentage of property tax collections for 2026 property tax collections are approximately 92.44% of appraised collections. \$2,500,000.00 will be transferred to cover expenses for the ESD. The percentage of sales tax collections for 2026 is approximately 21% of the budgeted collections. A Year-end carryover at this point is \$12,267,295.47.
12. To review and approve the District's January 2026 Financial Statement.
Scott Johnson moved, Elizabeth Fletcher seconded, a motion to accept the Harris County E.S.D. No. 13 Financial Statements of January 2026 as presented. The motion passed 5-0.
13. To consider approval of the minutes from the meeting held on January 26, 2026.
Elizabeth Fletcher moved, Scott Johnson seconded, a motion to approve meeting minutes for January 26, 2026 as presented. The motion passed 5-0.

14. To review, discuss and take action regarding matters related to traffic preemption with Miovision.
Elizabeth Fletcher moved, JoAnne Arosell seconded, a motion to approve the traffic preemption with Miovision as presented. The motion passed 5-0.
15. To review, discuss, and approve updates to the District and personnel matters and policies.
 - a. Home Safety Consultation Procedure.

Elizabeth Fletcher moved, JoAnne Arosell seconded, a motion to approve the Home Safety Consultations Procedure Policy update as presented. The motion passed 5-0.
16. To review, discuss, and take action on any District matters that need to be included on the March 2026 meeting agenda.
Postpone.
17. 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.
Postpone.
18. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
Postpone.
19. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
Scott Johnson moved, JoAnne Arosell seconded, a motion to adjourn the regular meeting for closed session to discuss personnel matters at 7:16 pm. Closed session ended and the regular meeting was re-opened at 7:36 pm.
20. To review, discuss and take action on any litigation, real estate or personnel matters considered during closed session meetings.
Postpone.
21. Adjournment.
Scott Johnson moved, JoAnne Arosell seconded a motion to adjourn. The motion passed 5-0. The meeting was adjourned at 7:36 p.m.

The meeting minutes were adopted on March 23rd, 2026 by a vote of 5 to 0.

Respectfully submitted,



Elizabeth Fletcher
Secretary



Vince Tobin
President