

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

MEETING MINUTES
April 27, 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.)
Angela Hazlegrove (Office Manager) Joey Delaney(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 6:31 p.m.

2. To receive public comment.
None.

3. To receive any reports from Fire Chief Richard Lieder and take any necessary action related to his report.
Year to date: 701 incidents, 296 EMS, 60 out of district, 90th% response time 8m 10sec., Average response time 5m 45s.

March 2026: 168 incidents, 68 EMS, 14 out of district, 90th% response time 7m 55sec. , Average response time 5m 40s.

Both New E22 and D20 have been configured with Starlink and all services, HAAS and traffic preemption, running through the apparatus modem.

Our E/O process is moving onto the assessment center followed by interviews.

4. To receive any administrative reports from the District Staff.
The TDEM reimbursement for the first February deployment is in step 9 of 13, with an estimated total of \$29,251.26. The second February deployment is in step 5 of 13, with an estimated total of \$32,022.10. Our March deployment has ended, and we are collecting the necessary data to submit the reimbursement.

Open enrollment has begun and will close at the end of April. The department's employees seem very understanding of the necessary policy changes.

The department has completed 17 car seat installations and 16 home safety inspections this year.

5. 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 13 in the amount of \$336,719.26. The motion passed 5-0.
6. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
Postpone.
7. To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.
 - a. Station 24 generator
Scott Johnson moved, JoAnne Arosell seconded, a motion to sale station 24's old generator. The motion passed 5-0.
8. To review, discuss and approve upcoming Purchases.
 - a. SCBA
Scott Johnson moved, JoAnne Arosell seconded, a motion to approve the purchase of new SCBA equipment in the amount of \$701,185.00. The motion passed 5-0.
9. 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 \$1,776,569.38 in expenses for April 2026 plus estimated mid-month May 2026 expenses of \$769,105.41. The motion passed 5-0.
10. 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 97.72% of appraised collections. \$1,500,000.00 will be transferred to cover expenses for the ESD. The percentage of sales tax collections for 2026 is approximately 37% of the budgeted collections. A Year-end carryover at this point is \$12,825,655.53.
11. To review and approve the District's March 2026 Financial Statement.
Scott Johnson moved, JoAnne Arosell seconded, a motion to accept the Harris County E.S.D. No. 13 Financial Statements of March 2026 as presented. The motion passed 5-0.
12. To review and approve the 2026 1st quarter investment report.
JoAnne Arosell moved, Elizabeth Fletcher seconded, a motion to approve the 2026 1st quarter investment report as presented. The motion passed 5-0.
13. To review, discuss, and approve engaging Municipal Information Services to provide an EVO report for the district.
Scott Johnson moved, Elizabeth Fletcher seconded, a motion to approve engaging Municipal Information Services to provide an EVO report for the district. The motion passed 5-0.
14. To consider approval of the minutes from prior meetings.
 - a. March 23, 2026

b. April 6, 2026

Scott Johnson moved, Elizabeth Fletcher seconded, a motion to approve meeting minutes for March 23, 2026 and April 6, 2026 as presented. The motion passed 5-0.

15. To review, discuss, and approve updates to the District and personnel matters and policies.
- a. Suppression Pay and Leave Policy updates.
 - b. Grooming and Hygiene Policy.
 - c. Smoking and Tobacco Usage Policy.

JoAnne Arosell moved, Scott Johnson seconded, a motion to approve the Suppression Pay and Leave Policy update, the Grooming and Hygiene Policy, and the Smoking and Tobacco Usage Policy 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 May 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.
Postpone.

20. To review, discuss and take action on any litigation, real estate or personnel matters considered during closed session meetings.
Postpone.

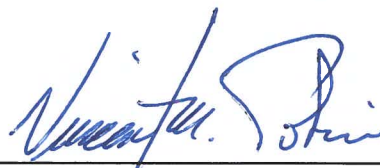
21. Adjournment.
Casey Estilette moved, Scott Johnson seconded a motion to adjourn. The motion passed 5-0. The meeting was adjourned at 7:25 p.m.

The meeting minutes were adopted on May 26th, 2026 by a vote of 5 to 0.

Respectfully submitted,



Elizabeth Fletcher
Secretary



Vince Tobin
President