

**MINUTES OF THE MAY 11, 2026, REGULAR MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 4**

A meeting was duly called by the Board of Commissioners of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 4**, which was held **May 11, 2026**, at the offices of the District Administrative Office, 12207 Huffman Oaks Lane, Huffman, Texas 77336.

The District will consider and act upon the following matters:

1. **CALL TO ORDER AND RECITE THE PLEDGE OF ALLEGIANCE.**

The meeting was called to order at 6:10 p.m. Those commissioners present were:

Ray Jones	Present
Christy Graves	Absent
Shareen Redus	Present
Wyatt Watkins	Present
Robin April May-Lutz	Present

Others attending when the meeting began were Tyler Shirley, Fire Chief; members of his staff, Marcy Crane, of Crane Quist Ventures LLC, Ricardo Martinez of Martinez Architects, David Manley and Melissa Wiggins of Coveler & Peeler, P.C., Shannon Lenox, and Steven Jones.

2. **TO RECEIVE PUBLIC COMMENT.**

No public comments were forthcoming.

3. **TO CANVASS THE RESULTS OF THE DISTRICT'S ELECTION HELD ON MAY 2, 2026 AND ENTER SUCH ORDERS AND TAKE SUCH OTHER ACTION AS MAY BE NECESSARY ON THE MATTER.**

Mr. Manley presented the final tally of results for the May 2, 2026 election, stating the following Commissioners had been elected to the Board of Commissioners for ESD No. 4:

Shareen Redus
Shannon Lenox
Steven Jones

After discussion, Commissioner **Redus** made a Motion, seconded by Commissioner **May-Lutz**, to accept and approve the Canvass Order as presented. Motion passed with a vote of 4 to 0.

For more information, please see attached Canvass Order for May 2, 2026 Election.

4. **TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ANY OTHER ELECTION RELATED MATTERS INCLUDING BUT NOT LIMITED TO APPROVAL OF PAYMENT FOR ELECTION WORKERS.**

The Board was advised that payment totals for workers related to the May 2, 2026 election had been submitted to the District's bookkeeper for processing, pending Board approval. After review, Commissioner **Redus** made a Motion, seconded by Commissioner **May-Lutz**, to approve payment of election workers as stated. Motion passed with a vote of 4 to 0.

5. APPROVE THE MINUTES OF PRIOR MEETING(S).

Commissioner **Redus** made a motion, seconded by Commissioner **Jones**, to approve the prior meeting minutes. Motion passed with a vote of 4 - 0.

6. TO RECEIVE A PRESENTATION FROM THE DISTRICT'S EMS BILLING DEPARTMENT, AND TAKE ANY NECESSARY RELATED ACTION.

No action was taken by the Board, and the matter was Tabled for discussion in June.

7. TO RECEIVE AND APPROVE THE DISTRICT'S FINANCIAL REPORT, INCLUDING THE FINANCIAL CONDITION OF THE DISTRICT AND THE DISTRICT'S INVESTMENTS, TO PAY THE DISTRICT'S BILLS, AND ACT ON RESOLUTIONS REQUIRED RELATED TO BANK ACCOUNTS.

Marcy Crane presented the District's financial reports. Commissioner **Redus** made a motion, seconded by Commissioner **May-Lutz**, to accept the financial report and to authorize paying the bills as presented. Motion passed with a vote of 4 - 0.

8. TO DESIGNATE THE HARRIS COUNTY TAX ASSESSOR-COLLECTOR'S OFFICE TO PREPARE THE DISTRICT'S NO NEW REVENUE TAX RATE AND RELATED TAX RATE CALCULATIONS FOR 2026, AND TO AUTHORIZE DISTRICT COUNSEL TO PUBLISH THE NECESSARY 2026 TAX RATE SETTING NOTICES

Mr. Manley presented the annual resolution appointing the Harris County Tax Assessor-Collector to calculate the District's 2026 tax information, and requested authority to process the required tax rate setting notices in August for that process. Commissioner **May-Lutz** made a Motion, seconded by Commissioner **Redus**, to approve the designation of the Tax Assessor/Collector as presented, and authorize Coveler & Peeler, P.C. to handle the District's tax setting notice publication. Motion passed by a vote of 4 to 0.

9. TO REVIEW, DISCUSS AND ACT ON ISSUES RELATED TO THE REMODEL AND CONSTRUCTION OF THE DISTRICT FACILITIES, INCLUDING BUT NOT LIMITED TO, PLANNING, DESIGN, BUDGETING AND FINANCING.

Mr. Ricardo Martinez provided updates. No action was taken by the Board.

10. TO RECEIVE A REPORT FROM THE FIRE CHIEF AND HIS STAFF AND TAKE ANY NECESSARY ACTION.

Chief Shirley and members of his staff provided the Department report. Commissioner **Redus** made a motion, seconded by Commissioner **Watkins**, to accept the Fire Report as presented. Motion passed with a vote of 4 - 0.

11. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ACCEPTANCE OF THE SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT FROM THE U.S. DEPARTMENT OF TRANSPORTATION, AND TO AUTHORIZE A DESIGNEE TO EXECUTE THE GRANT AGREEMENT AND ASSOCIATED DOCUMENTS.

No action was taken by the Board, and the matter was Tabled for discussion in June.

12. TO AUTHORIZE PAYMENT OF 3% SERVICE FEES TO RESEARCH AND PROJECT MANAGEMENT, LLC RELATED TO THE DISTRICT'S USDOT SS4A FEDERAL GRANT.

No action was taken by the Board, and the matter was Tabled for discussion in June.

13. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE DISTRICT'S MEDICAL DIRECTOR AGREEMENT.

Chief Nance advised that the agreement with Dr. Ellerbe had been finalized and accepted by Dr. Ellerbe. The Agreement called for \$1,500 monthly fee, up to \$18,000 per year, effective as of January 1, 2026. Motion was made by Commissioner **Redus**, seconded by Commissioner **Jones**, to approve the Medical Director Agreement as presented. Motion passed by a vote of 4 to 0.

14. TO REVIEW, DISCUSS AND TAKE ACTION ON THE ACQUISITION AND FINANCING OF NEW VEHICLES, EQUIPMENT, AND APPARATUS.

No action was taken by the Board.

15. TO REVIEW AND APPROVE EXPENDITURES REQUIRED FOR THE REPAIR, MAINTENANCE AND REPLACEMENT OF THE DISTRICT'S REAL PROPERTY, SIGNAGE, VEHICLES, APPARATUS AND EQUIPMENT.

No action was taken by the Board.

16. TO APPROVE THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH AND SAFETY CODE §775.251.

No action was taken by the Board.

17. TO CREATE, MODIFY OR ADOPT ESD POLICIES AND PROCEDURES.

No action was taken by the Board.

18. TO REVIEW, DISCUSS AND ACT ON DISTRICT PERSONNEL MATTERS INCLUDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING AND/OR TERMINATION OF DISTRICT EMPLOYEES.

No action was taken by the Board.

19. 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.

The Board did not meet in Closed Session to consult with legal counsel.

20. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REGARDING REAL ESTATE MATTERS.

The Board did not meet in Closed Session to deliberate real estate matters.

21. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.074 TO DISCUSS PERSONNEL MATTERS.

The Board did not meet in Closed Session to discuss personnel matters.

22. TO REVIEW AND DISCUSS MATTERS DISCUSSED IN CLOSED SESSION.

No action was taken by the Board.

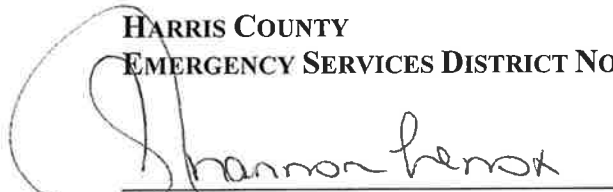
23. TO REVIEW AND DISCUSS MATTERS FOR ADDITION TO FUTURE AGENDAS AND SET THE DATE OF UPCOMING MEETINGS.

The next meeting was set for June 8, 2026, at 6:00 p.m.

24. ADJOURNMENT.

There being no further business before the Board, Commissioner **Redus** made a motion to adjourn, seconded by Commissioner **Watkins**. Motion passed with a vote of 4 - 0 and the meeting adjourned at 7:14 p.m.

HARRIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 4


Secretary