MINUTES OF THE JULY 13, 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 **July 13, 2026**, at the offices of the District Administrative Office, 12207 Huffman Oaks Lane, Huffman, Texas 77336.

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

The meeting was called to order at 6:06 p.m. Those commissioners present were:

Ray Jones	Present
Shannon Lenox	Present
Shareen Redus	Present
Steven Jones	Present
Robin April May-Lutz	Present

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

2. TO RECEIVE PUBLIC COMMENT.

No public comments were forthcoming.

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

Commissioner **Redus** made a motion, seconded by Commissioner **Steven Jones,** to approve the prior meeting minutes. Motion passed with a vote of 5 - 0.

4. 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.

Ms. Marcy Crane presented the District's financial reports. Commissioner **Redus** made a motion, seconded by President **Jones**, to accept the financial report and to authorize paying the bills as presented. Motion passed with a vote of 5 - 0.

5. TO REVIEW, DISCUSS AND ACT TO ESTABLISH THE RATE OF COMPENSATION FOR DISTRICT COMMISSIONERS PURSUANT TO TEXAS HEALTH AND SAFEY CODE §775.038(A-1).

The Board reviewed and discussed a resolution related to adopting compensation rates for Commissioners. Commissioner **May-Lutz** made a motion, seconded by Commissioner **Redus,** to adopt a resolution adopting a compensation rate of $221 per event, to be paid annually upon receipt of appropriate forms and supporting documentation. Motion passed with a vote of 5 – 0.

6. **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. Martinez provided updates regarding the Station project and suggested a special meeting be scheduled to interview potential contractors. The Board agreed to hold a special meeting on Wednesday, August 5, 2026 at 8:00 a.m. to interview contractors for the project.

7. **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 **Lenox** made a motion, seconded by Commissioner **May-Lutz**, to accept the Fire Report as presented. Motion passed with a vote of 5 - 0.

8. **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.

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

No action was taken by the Board.

10. **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.

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

Chief Shirley presented expired PPE gear as salvage property for donation to another department. Commissioner **Redus** made a motion, seconded by Commissioner **May-Lutz**, to approve the donation of salvage property as presented. Motion passed with a vote of 5 – 0.

12. **TO CREATE, MODIFY OR ADOPT ESD POLICIES AND PROCEDURES.**

No action was taken by the Board.

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

The Board discussed an invoice related to outstanding medical insurance costs related to a terminated employee. Commissioner **Steven Jones** made a motion, seconded by Commissioner **Redus**, to write off the invoice as discussed. Motion passed with a vote of 5 - 0.

14. **<u>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.</u>**

The Board met in Closed Session at 8:00 p.m. to consult with legal counsel. The Board reconvened in Open Session at 10:10 p.m.

15. **<u>To Meet In Closed Session Pursuant To Government Code §551.072 To Deliberate Regarding Real Estate Matters.</u>**

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

16. **<u>To Meet In Closed Session Pursuant To Government Code §551.074 To Discuss Personnel Matters.</u>**

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

17. **<u>To Review And Discuss Matters Discussed In Closed Session.</u>**

Commissioner **Redus** made a motion, seconded by President **Jones,** to authorize the engagement of a third-party investigator related to personnel matters. Motion passed with a vote of 5 – 0.

18. **<u>To review, discuss and take action regarding the 2026 budget and tax rate setting process.</u>**

No action was taken by the Board.

19. **<u>Review And Discuss Matters For Addition To Future Agendas And Set The Date Of Upcoming Meetings.</u>**

The Board scheduled a special meeting related to personnel matters on Tuesday, August 4, 2026 at 9:30 a.m. to be held at the May Community Center. The Board scheduled a special meeting related to construction matters on Wednesday, August 5, 2026 at 8:00 a.m. to be held at the administration building. The Board scheduled the next regular meeting to be held on Monday, August 10, 2026 at 6:00 p.m. at the District administration building.

20. **<u>Adjournment.</u>**

There being no further business before the Board, Commissioner **Steven Jones** made a motion to adjourn, seconded by Commissioner **Redus**. Motion passed with a vote of 5 - 0 and the meeting adjourned at 10:15 p.m.

Harris County
Emergency Services District No. 4

Shannon Jones
Secretary