MINUTES OF THE AUGUST 10, 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 **August 10, 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 6:00 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.**

Members of the public addressed the Board.

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

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

4. **TO RECEIVE A PRESENTATION FROM HDL COMPANIES RELATED TO SALES TAX AND TAKE ANY NECESSARY RELATED ACTION.**

Robin Humphries with HdL provided the District's Sales Report. No action taken.

5. **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. Ms. Crane informed the Board that the invoice for McCall Gibson had been left of the list of invoices and requested that it be added for approval. Commissioner **Redus** made a motion, seconded by Commissioner **Ray Jones**, to accept the financial report and to authorize paying the bills as presented. 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. The Board agreed to hold a special meeting on August 21, 2026 at 8:00 a.m. to interview contractors for the project. The meeting will take place at the May Center. A Motion was made by Commissioner **Steven Jones**, seconded by Commissioner **Ray Jones** to solicit bids for financing the new station in the amount of $6,700,000. Motion passed with a vote of 5 - 0.

7. **TO REVIEW, DISCUSS AND ACT ON MATTERS RELATED TO THE DISTRICT'S 2027 BUDGET.**

A Motion was made by Commissioner **May-Lutz**, seconded by Commissioner **Redus** to propose the budget as presented. Motion passed with a vote of 5 - 0.

8. **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 **May-Lutz**, to accept the Fire Report as presented. Motion passed with a vote of 5 - 0.

9. **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.

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

No action was taken by the Board.

11. **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.

12. **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.

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

The Board named Commissioners Steven Jones, Shareen Reduc and Shannon Lennos to the employee handbook review committee.

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

Commissioner **Redus** made a motion, seconded by Commissioner **May-Lutz**, to appoint Kevin Eggerton as the interim Assistant Chief of EMS, and to retain Cody Nance to assist Chief Eggerton during the transition. Motion passed with a vote of 5 - 0.

15. **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 met in Closed Session at 6:32 p.m. to consult with legal counsel. The Board reconvened in Open Session at 9:.08 p.m.

16. **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.

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

The Board met in Closed Session at 6:32 p.m. to consult with legal counsel. The Board reconvened in Open Session at 9:.08 p.m.

18. **TO REVIEW AND DISCUSS MATTERS DISCUSSED IN CLOSED SESSION.**

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.

19. **TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE 2026 BUDGET AND TAX RATE SETTING PROCESS.**

No action was taken by the Board.

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

The Board scheduled the next regular meeting to be held on Monday, September 14, 2026 at 6:00 p.m. at the District administration building.

21. **ADJOURNMENT.**

There being no further business before the Board, Commissioner **May-Lutz** made a motion to adjourn, seconded by Commissioner **Lenox**. Motion passed with a vote of 5 - 0 and the meeting adjourned at 10:20 p.m.

HARRIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 4

Shannon Lenox

Secretary