

**MINUTES OF THE MARCH 5, 2026 MEETING OF
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 25**

A public meeting was duly called by the Board of Commissioners of **Harris County Emergency Services District No. 25**, which was held on **March 5, 2026**. at District Fire Station No. 1, located at **4105 Lauder Road Houston, Texas 77039**.

The Board proceeded to address the following:

Agenda Item 1 & 2. Call Meeting to Order, Roll Call and Establish a Quorum

The meeting was called to order at 7:10 p.m. by **Royce Sunday**, President of the Board, who announced that a quorum was present. Those Commissioners present were **Royce Sunday, Shirley Cody, Vester Melancon, Carol McGee, and David Lindeen**. Also in attendance were **Adrian Dillehay**, Chief of Westfield Fire Department, **Jim Towey**, District Bookkeeper, and **David Manley** of Coveler & Peeler. P.C., legal counsel.

3. To receive public comment.

No public comments were received.

4. To approve the Minutes of prior meeting(s).

Commissioner **Lindeen** made a Motion, seconded by Commissioner **McGee**, to approve the Minutes of the February 5, 2026 regular meeting. The Motion passed by a vote of 5 to 0.

5. To receive the District's financial report.

Mr. Towey presented the District's financial report and summarized the financial condition of the District. Commissioner **Lindeen** made a Motion, seconded by Commissioner **Melancon**, to accept the reports as presented. The Motion passed by a vote of 5 to 0. For additional information, see the report on file as submitted by Mr. Towey.

6. To pay the District's bills, including reimbursements to Westfield VFD for emergency services and expenses incurred during the preceding month.

Mr. Towey next presented bills to the Board for approval. Commissioner **Melancon** made a Motion, seconded by Commissioner **Cody**, to pay the bills as presented. The Motion passed by a vote of 5 to 0.

7. To review, discuss and act regarding the adoption of tax exemptions of 2026.

Mr. Manley reviewed the current District exemptions, and discussed options for the Board's consideration. Commissioner **Lindeen** made a Motion, seconded by Commissioner **McGee**, to maintain the current rates, and not offer tax exemptions for tax year 2026. The Motion passed by a vote of 5 to 0.

8. Review and take action on matters relating to the District's May 2, 2026 Commissioner election.

Mr. Manley advised the Board that the election would take place at Station 1, with early voting dates of April 20th through April 28th, with the exception of Tuesday April 21st for San Jacinto Day, and April 25th and 26th as there was no voting on weekends. Election Day was scheduled for Saturday, May 2, 2026. He informed the Board the District would need at least seven (7) workers to cover early voting, the early voting ballot board, and to have at least one (1) alternate worker in case of emergency or schedule conflicts. No action was taken by the Board.

9. To receive the Chief's report, including fire suppression, rescue and related activities, run reports as well as training received by the District's personnel during the previous month.

Chief Dillehay provided a brief summary of the Department's activities. He also presented information about recruitment for Trainee candidates from local high schools. The Board thanked Chief Dillehay for his report. No further action was taken.

10. To receive a report from Westfield VFD regarding the Department's financial condition.

Chief Dillehay provided a written report regarding the Department's financial state as of February 28, 2026. For a complete summary of the Department's finances, see the report on file with the District. Commissioner **Lindeen** made a Motion, seconded by Commissioner **Melancon**, to accept the Department's financial report. The Motion passed by a vote of 5 to 0.

11. To review, discuss and take action to adopt a new service agreement with Westfield VFD.

No action was taken by the Board.

12. To review, discuss and act on matters related to the repair, maintenance, and upkeep of capital assets, including facilities, apparatus, equipment, and vehicles.

No action was taken by the Board.

13. To review and discuss and 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.

14. **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.**

The Board did not meet in Closed Session.

15. **To set a date for the April 2026 meeting and discuss items needed on upcoming agendas.**

The next regular meeting was scheduled for April 2, 2026.

16. **Adjournment.**

There being no further business brought before the Board, and upon a Motion made by Commissioner **Cody** and seconded by Commissioner **McGee**, the meeting was adjourned at 8:14 p.m.

SECRETARY OF THE BOARD