

**MINUTES OF THE APRIL 2, 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 **April 2, 2026**, at District Fire Station No. 1, located at **4105 Lauder Road Houston, Texas 77039**.

The Board proceeded to address the following:

**1. Call Meeting to Order, Roll Call and Establish a Quorum**

The meeting was called to order at 7:05 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 Assistant Chief Branch of Westfield Fire Department, District Chief Garcia of Westfield Fire Department, and David Manley of Coveler & Peeler, P.C., legal counsel.

**2. To receive public comment.**

No public comments were received.

**3. To approve the Minutes of prior meeting(s).**

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

**4. To receive the District's financial report.**

No report was presented and no action was taken.

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

Commissioner **Cody** presented monthly bills for payment. Commissioner **Melancon** made a Motion, seconded by Commissioner **McGee**, to pay the bills as presented. The Motion passed by a vote of 5 to 0.

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

Mr. Manley presented a list of election workers, including the Early Voting Ballot Board, for Board approval, and requested approval for the Board President to authorize any substitutions or replacements to that list as needed. After review, Commissioner **Melancon** made a Motion, seconded by Commissioner **McGee**, to approve the resolution as presented and authorize President **Sunday** to make any revisions or substitutions to the workers if needed. The Motion passed by a vote of 5 to 0.

- 7. To review, discuss and take action regarding a lease agreement for election equipment with Harris County Emergency Services District No. 17, for the May 2, 2026 election.**

Mr. Manley presented a lease agreement with Harris County ESD No. 17 related to the use of election equipment for the May 2, 2026 Commissioner election. Commissioner **Lindeen** made a Motion, seconded by Commissioner **McGee**, to approve the lease agreement as presented. The Motion passed by a vote of 5 to 0.

- 8. 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.**

District Chief Garcia provided a brief summary of the Department's activities stating one hundred fifty one (151) calls were made during the month of March, including thirty (30) structure fire calls. The Board thanked District Chief Garcia for his report. No further action was taken.

- 9. To receive a report from Westfield VFD regarding the Department's financial condition.**

Assistant Chief Branch provided a written report regarding the Department's financial state as of March 31, 2026. He stated the Department had spent approximately twenty-three percent (23.3%) of its annual budget as of March 31, 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.

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

No action was taken by the Board.

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

The Board discussed a contract with J-R Custom Colors related to the station improvement project for Station 1 on Lauder Road with a total cost of \$22,300. Commissioner **Lindeen** made a Motion, seconded by Commissioner **Melancon**, to authorize the first contract payment in the amount of \$8,300 related to that project. The Motion passed by a vote of 5 to 0.

- 12. 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.

13. **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.

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

The next regular meeting was scheduled for May 7, 2026.

15. **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 8:00 p.m.

  
SECRETARY OF THE BOARD