

MINUTES OF APRIL 2, 2026 MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 29

A public meeting was duly called by the Board of Commissioners of **Harris County Emergency Services District No. 29** on **April 2, 2026**, which was held at **Fire Station 11** located at **12730 Champion Forest Drive, Houston, Texas 77066**.

CALL MEETING TO ORDER, ROLL CALL AND ESTABLISH A QUORUM.

The meeting was called to order at 4:00 p.m., by **Ed Wasser**, Board Secretary and Chairman for the meeting.

Commissioner **Wasser** announced that a quorum was present. Those Commissioners present were:

Scott Morgan	Absent
David Parker	Absent
Jon Taylor	Present
Ed Wasser	Present
Scott Bay	Present

Also present at the meeting were Fire Chief Dan Shelor, District Fire and Life Safety Officer Division Chief Dustin Ledford, Ira Coveler and Melissa Wiggins of Coveler & Peeler, P.C., District legal counsel, Christina Moore of Better Bookkeepers, Inc., Ricardo Martinez of Martinez Architects, and other members of the Department and public.

JOIN TOGETHER IN THE PLEDGE OF ALLEGIANCE.

The District Commissioners and other persons present at the meeting joined together to recite the Pledge of Allegiance to the United States and the Pledge of Allegiance to Texas.

TO RECEIVE PUBLIC COMMENT.

No public comment was forthcoming.

TO RECEIVE A PRESENTATION AND TAKE ANY NECESSARY ACTION RELATED TO AN AGREEMENT WITH IRONCLAD WELLNESS, LLC FOR MENTAL HEALTH SERVICES PROVIDED TO THE DISTRICT.

The Board tabled the presentation and discussion regarding mental health services to the District. No further action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING DISTRICT CONSTRUCTION PROJECTS.

Mr. Martinez of Martinez Architects next presented updates related to the District's Station 12 logistics facility project, stating that drawings and plans were being coordinated for a full presentation once project bids were received. He informed the Board that solicitations would go out in mid-April, and responses to that solicitation process would be received and reviewed early in May. The results of that process might be available for Board action in May, but would likely be presented in June. He recommended including two (2) Commissioners in that process,

including interviews with potential consultants. Regarding the facility's plumbing, Mr. Martinez also discussed revisions to the facility's plumbing and sanitation plans, noting the anticipated budget to extend the plumbing waterline totaled approximately \$25,000 not including design fees, while extending the sanitary drainage would cost approximately \$50,000 not including design fees.

Chief Shelor advised the Board that a survey had been completed to determine the property lines between the HOA and MUD related to the District's fencing project. Mr. Martinez was assisting the District to get pricing options which could be presented in a future meeting.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ANY DISTRICT FINANCIAL INSTITUTION MATTERS, INCLUDING BUT NOT LIMITED TO THE EXECUTION OF ANY NECESSARY DOCUMENTS AND RESOLUTIONS FOR ESTABLISHING DISTRICT ACCOUNTS AND ACCOUNT SIGNATORIES.

Mr. Taylor advised that \$13,500,000 was currently held in the District's TexPool account after deposits in February. He then noted that approximately \$8,500,000 in property tax revenues had been collected so far, and \$400,000 in sales tax had been received in the month of February. He advised the Board that online banking and wire transfers with Frost Bank were being established, and that positive pay needed to be established. No action was taken by the Board.

TO RECEIVE A REPORT FROM BETTER BOOKKEEPERS, INC., THE DISTRICT'S BOOKKEEPER, AND TAKE ACTION ON THE TREASURER'S REPORT.

Ms. Christina Moore next presented the District's financial report, advising that no exceptional expenses or issues were observed during the month. She stated approximately eighty-five percent (85%) of the District's tax revenue collections had been received at this time. High bills for the month related to HdL Companies, Miovision, and the new training captain's vehicle. After discussion, Mr. Taylor made a Motion, seconded by Mr. Bay, to approve the report as presented. Thereafter, the Motion passed by a vote of 3 to 0.

TO PAY OR AUTHORIZE DISTRICT BILLS AND FUND TRANSFERS REQUIRED FOR OPERATIONAL EXPENSES, PAYROLL EXPENSES AND CAPITAL EXPENSES, INCLUDING ANY NECESSARY ACH TRANSFERS.

Mr. Taylor next presented transfer requests in the following amounts:

Cadence Operations:	\$299,470.52
Cadence Payroll:	\$384,234.38
Cadence Admin:	\$16,960.79
Frost Admin:	\$17,433.02

After review, Mr. Bay made a Motion, seconded by Mr. Taylor, to approve the transfers as presented in the total amount of \$718,098.71 and to pay the District bills. Thereafter, the Motion passed by a vote of 3 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS RECEIVED FROM THE DISTRICT COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH & SAFETY CODE §775.038 (A-1).

The Board then reviewed four (4) submittals for compensation. After review, Mr. **Bay** made a Motion, seconded by Mr. **Taylor**, to approve the submittals as discussed. Thereafter, the Motion passed by a vote of 3 to 0.

TO APPROVE THE DISTRICT MEETING MINUTES OF PRIOR MEETING(S).

The Board next reviewed minutes of the March 2, 2026 meeting. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the minutes as presented. Thereafter, the Motion passed by a vote of 3 to 0.

TO RECEIVE, DISCUSS AND TAKE ACTION ON THE DEPARTMENT'S FIRE OPERATIONS REPORT PRESENTED BY CHIEF DAN SHELOR.

Chief Shelor then provided the February Operations Report, stating one hundred fifteen (115) calls were received during the month. Mutual aid was given eight (8) times to Cypress Creek, Klein, Little York, Northwest, and Ponderosa Fire Departments, and received four (4) times during the month. Average response times in the District totaled five minutes (5:00) during the month. During the month of March, two (2) car seat installations were overseen for two (2) families. Chief Shelor lastly advised that the memorial bell had been removed and sent back to the manufacturer for repairs as previously discussed. After review, Mr. **Bay** made a Motion, seconded by Mr. **Taylor**, to approve the report as presented. Thereafter, the Motion passed by a vote of 3 to 0.

TO RECEIVE, DISCUSS AND TAKE ACTION ON THE FIRE & LIFE SAFETY REPORT.

Division Chief Dustin Ledford next provided the March Fire & Life Safety Report, stating that during the month, thirty-one (31) pre-plans were completed, one (1) Knox device was installed, and ten (10) fire alarm follow-ups took place. DC Ledford informed the Board the Division had been working with Precinct 4 constables to identify areas of concern in the District's territory, including the old Trustmark Bank on 1960. He advised that crews had been warned of biohazards at that location, in case of an emergency response. If the property were not properly addressed by the owners or county, the Division would take action to begin an abatement process. DC Ledford also provided an update regarding a former restaurant located on Veterans Memorial. The property had been reported to the county in November 2025, and was officially in abatement proceedings as of February 2026. He then stated that if approved, the building could be condemned and potentially destroyed by December 2026.

DC Ledford next advised that a local after-hours club was being addressed with the appropriate HOA. He also noted that the District's new Training Captain would begin the orientation process next week as a part-time employee, and would become a full-time member in June. During the month of March, thirty-eight (38) businesses were updated with dispatch, crews replaced five (5) residential smoke alarms, six (6) emergency responses were made by the Fire & Life Safety Division, and three (3) fire investigations were completed. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the report as presented. Thereafter, the Motion passed by a vote of 3 to 0.

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

No action was taken by the Board.

TO REVIEW AND TAKE ACTION ON APPROVAL OF EXPENSES RELATED TO UPCOMING TRAINING CLASSES, COURSE MATERIALS, EQUIPMENT AND RELATED EXPENDITURES TO BE INCURRED BY THE DISTRICT.

Chief Shelor next presented the following training events for Board approval:

1. Fire Department Facilities Conference – Woodlands, TX – 2 attendees \$1,300
2. Holmatro Tech Class (tool maintenance) – Baltimore, MA - 1 attendee \$3,400

After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the requested training events as discussed. Thereafter, the Motion passed by a vote of 3 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ANY MATTERS RELATED TO THE DISTRICT'S BUDGET.

Chief Shelor next presented suggested amendments to the District's 2026 budget including increases related to ESD expenses, Operations, and Capital expenses, and decreased figures related to legal and election expenses. After review, the Board tabled further discussion and action on the suggested budget amendments. No further action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ADOPTION AND AMENDMENT OF DISTRICT POLICIES AND STANDARD OPERATING GUIDELINES.

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION ON NEEDED IMPROVEMENTS OR REPAIRS TO THE DISTRICT'S STATION, RELATED FACILITIES, VEHICLES OR EQUIPMENT.

No action was taken by the Board.

REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS BY THE DEPARTMENT OF THIRTY (30) DAY ADVANCE REQUEST(S) FOR NECESSARY PURCHASES RELATED TO THE PROVISION OF EMERGENCY SERVICES.

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION FOR THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH AND SAFETY CODE §775.0735.

No action was taken by the Board.

TO DISCUSS ANY NEW ITEMS THAT NEED TO BE ON THE AGENDA FOR THE SUBSEQUENT DISTRICT MEETINGS AND TO REVIEW THE DATE FOR THE NEXT REGULAR MONTHLY MEETING CURRENTLY SCHEDULED FOR MAY 7, 2026.

The Commissioners then confirmed the next Board meeting date of Thursday, May 7, 2026.

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.

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 discuss real estate matters.

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.

TO RECONVENE IN OPEN SESSION TO REVIEW, DISCUSS AND TAKE ACTION ON ANY REAL ESTATE OR PERSONNEL MATTERS.

No action was taken by the Board.


GOVERNMENT AFFAIRS (SEE AGENDA LANGUAGE)

No action was taken by the Board.

ADJOURNMENT.

There being no further business brought before the Board, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to adjourn the meeting at 4:55 p.m. Thereafter, the Motion passed by a vote of 3 to 0.

The foregoing minutes were reviewed and approved by the Board of Commissioners on May 7, 2026.

By: 
Ed Wasser
Board Secretary