

MINUTES OF MARCH 5, 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 **March 5, 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 **Scott Morgan**, Board President and Chairman for the meeting.

President **Morgan** announced that a quorum was present. Those Commissioners present were:

Scott Morgan	Present
David Parker	Present
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, District Fire and Life Safety Officer Captain Brandon Blount, 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 comments were forthcoming.

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

Mr. Ricardo Martinez of Martinez Architects next updated the Board regarding the status of the Station 12 logistics facility project. He advised that to install water and sanitary services at the new facility, the Board should anticipate a cost of approximately \$50,000 to run a line for sanitary services, and another \$25,000 to supply water to the building. Mr. Martinez also stated that an outfall to the existing detention pond would need to be installed as well. Plans for those additions and revisions were being addressed with the project's plumber and civil engineer. When asked, Chief Shelor advised the sanitary line to the building was unnecessary, but requested a hose spigot be installed if possible. Mr. Martinez suggested completing a trench model to allow for the

water line, and requested approval to get quotes related to the trench and line design rather than the full system and sanitary service as previously discussed. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser**, to authorize Mr. Martinez to move forward and solicit quotes as discussed. Thereafter, the Motion passed by a vote of 5 to 0.

Mr. Martinez also requested approval to move forward with the bid process, pending permitting and approval from the county. The Board discussed that this project would be solicited using the competitive sealed proposal bidding method. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to authorize Martinez Architects to seek bids for the project, using the competitive sealed proposal bidding method, pending the completion of the permitting process. Thereafter, the Motion passed by a vote of 5 to 0.

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 \$2,000,000 had been transferred into TexPool as previously approved, and requested approval for another transfer in the same amount from the District's property tax and sales tax accounts into the investment account. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Parker**, to approve the transfer of \$1,000,000 from the District's property tax account and \$1,000,000 from the District's sales tax account into the TexPool investment account. Thereafter, the Motion passed by a vote of 5 to 0.

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 were observed during the month. She advised that most autopay bills had been moved from Cadence Bank to the District's new Frost account. After discussion, Mr. **Bay** made a Motion, seconded by Mr. **Parker**, to approve the financial report as presented. Thereafter, the Motion passed by a vote of 5 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 addressed District bills including invoices for BlueCross BlueShield insurance, Siddons Martin, HCAD, Northcom, and Coveler & Peeler, P.C., and presented transfer requests in the following amounts:

Operations:	\$144,399.11
Payroll:	\$192,772.52
Cadence Admin.:	\$39,579.97 (Withdrawing from this account)
Frost Admin.:	\$20,446.39 (Depositing funds into this account)

After review, Mr. **Wasser** made a Motion, seconded by Mr. **Bay**, to approve the transfers as presented in the total amount of \$297,591.60. Thereafter, the Motion passed by a vote of 5 to 0.

The Board returned to this item after discussion of Agenda Item No. 21 related to the purchase of a new vehicle for the incoming Training Chief position. After discussion, Mr. **Wasser** amended his original Motion, seconded by Mr. **Bay**, to approve an updated Operations account transfer in the amount of \$164,845.50, for a total transfer amount of \$318,038.05. Thereafter, the amended Motion was approved by a vote of 5 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 submittals for Commissioner compensation and reimbursement. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the four (4) submittals as presented. Thereafter, the Motion passed by a vote of 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ADOPTION OF TAX EXEMPTIONS FOR 2026.

Mr. Coveler next reviewed property tax exemption information with the Board. He advised that exemptions were addressed annually, and reminded the Board that the District currently offered no homestead exemption, and exemptions for both Over 65 and disabled residents at a rate of \$100,000. He then presented revenue comparisons based on the District's anticipated tax revenues and potential losses related to various exemption rates. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Parker**, to adopt the following increased exemption amounts:

Homestead:	5%
Over 65:	\$150,000
Disability:	\$250,000

Thereafter, the Motion passed by a vote of 5 to 0.

REVIEW AND TAKE ACTION ON MATTERS RELATING TO CANCELLING THE COMMISSIONER ELECTION TO BE HELD ON MAY 2, 2026 UNDER TEXAS HEALTH AND SAFETY CODE SECTION 775.0345.

Mr. Coveler informed the Board that no additional applications for positions on the Board of Commissioners had been received by the February 17th deadline, and advised that the May 2, 2026, election could now be canceled. After discussion, Mr. **Bay** made a Motion, seconded by Mr. **Wasser**, to cancel the District's May 2, 2026 Commissioner election as previously called. Thereafter, the Motion passed by a vote of 5 to 0.

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

The Board then reviewed the February 5, 2026 meeting minutes. 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 5 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 January Operations Report, stating one hundred thirty-eight (138) calls were received during the month. Over thirty-five percent (35%) of those calls were EMS related. Mutual aid calls were made thirteen (13) times to Cypress Creek, Klein, Little York, Northwest, and Ponderosa Fire Departments. Mutual aid was received five (5) times during the month. Average response times in the District totaled five minutes twenty-six seconds (5:26). During the month of February, eight (8) car seat installations were overseen for five (5) families, for a year-to-date total of ten (10) installations in 2026. Chief Shelor lastly advised that thanks to Streamline Services, the District's website was now fully compliant with accessibility standards, including services to assist those with visual and other needs. After review, Mr. **Parker** made a Motion, seconded by Mr. **Bay**, to approve the report as presented. Thereafter, the Motion passed by a vote of 5 to 0.

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

Captain Brandon Blount next provided the February Fire & Life Safety Report, stating that during the month, fourteen (14) pre-plans were completed, four (4) Knox devices were installed, and eleven (11) fire alarm follow-ups took place. Captain Blount and Chief Shelor then advised the Board regarding preparations and expectations of Houston area first responders related to the upcoming 2026 Fifa World Cup. 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 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING MATTERS RELATED TO TRAFFIC PREEMPTION WITH MIOVISION.

Mr. Coveler next advised the Board that the contract for the District's traffic preemption services with Miovision, formerly Global Traffic Technologies, had been negotiated for a longer term and lower cost. ESD 29, along with several other local Districts, held a contract which would expire in two (2) years, but which had been negotiated to add an additional ten (10) years, pending Board approval. The annual cost for services over the next twelve (12) years was estimated at \$31,366.79, with a total contract cost of \$376,487.46. He presented the new contract for review, noting that new intersections would be added to the contract as needed over time. Chief Shelor also noted that the new system would work with District equipment, rather than requiring special proprietary equipment to function. After discussion, Mr. **Parker** made a Motion, seconded by Mr. **Taylor**, to approve the contract as presented. Thereafter, the Motion passed by a vote of 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION ON THE DISTRICT'S AGREEMENT WITH EVO FOR ECONOMIC REPORTING SERVICES.

Mr. Coveler advised the Board that the three (3) year contract with EVO to receive economic and District growth forecasting services which was negotiated by Chief Shelor had been reviewed and could be executed as discussed during the February meeting. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the contract as presented. Thereafter, the Motion passed by a vote of 5 to 0.

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

District Chief Ledford next requested Board approval to hire a new full-time Training Captain. This person would report directly to Chief Ledford, and be responsible for training records and online platforms, assist in training sessions, career improvement plans, skills checklists, new-hire training, department analysis, and ISO matters. Chief Shelor further noted that the position would be full-time and include benefits, and an annual salary range of \$107,000 to \$112,000, depending on experience. If approved, the Department would also purchase and provide a vehicle for the new position. Chief Shelor stated the position was included in the District's strategic plan and requested approval to move forward in the hiring process. After discussion, Mr. **Parker** made a Motion, seconded by Mr. **Taylor**, to approve the creation of the Training Captain position per the strategic plan, and to authorize Chief Shelor to move forward with the hiring process. Thereafter, the Motion passed by a vote of 5 to 0.

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 presented two (2) upcoming training events for Board approval:

1. Fire/Arson Investigation Class – San Marcos, Texas – 1 attendee - \$1,600
2. Texas Fire Chiefs Conference – Waco, Texas – 5 attendees - \$6,200

After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser**, to approve the training events and expenses as presented. Thereafter, the Motion passed by a vote of 5 to 0.

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

No 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.

Chief Shelor advised that the HVAC system that services the first floor at Station 11 was over eighteen (18) years old, and needed to be replaced. He presented an estimated cost of \$73,100 to replace the unit and make additional repairs to the system as determined during the replacement installation. After discussion, Mr. **Parker** made a Motion, seconded by Mr. **Taylor**, to approve the replacement of the HVAC system that services the first floor at Station 11 at a cost not to exceed \$75,000. Thereafter, the Motion passed by a vote of 5 to 0.

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.

Chief Shelor presented quotes related to the purchase of a new Dodge 2500, at a cost of \$85,630, for the District's incoming Training Captain. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the purchase of a new vehicle for the Training Chief at a cost not to exceed \$90,000. Thereafter, the Motion passed by a vote of 5 to 0.

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 APRIL 2, 2026.

The Board confirmed the next regular meeting date of Thursday, April 2, 2026, and requested an item related to budget amendments be added to the agenda.

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 convened in Closed Session at 5:48 p.m. to discuss personnel matters.

The Board reconvened in Open Session at 6:24 p.m.

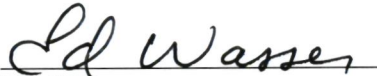
TO RECONVENE IN OPEN SESSION TO REVIEW, DISCUSS AND TAKE ACTION ON ANY REAL ESTATE OR PERSONNEL MATTERS.

At this time, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the Chief's employment contract as discussed in Closed Session. Thereafter, the Motion passed by a vote of 5 to 0.

ADJOURNMENT.

There being no further business brought before the Board, President **Morgan** adjourned the meeting at 6:25 p.m.

The foregoing minutes were reviewed and approved by the Board of Commissioners on April 2, 2026.

By: 
Ed Wasser
Board Secretary