

FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 7

Minutes for the regular Meeting of July 8, 2025

1. **CALL MEETING TO ORDER AND OPENING PRAYER.** The meeting was called to order at 11:30 AM by Commissioner **Lopez** at the District Fire Station, 1834 W. Sycamore, Fresno, TX. The Commissioners in attendance were **Freddy Lopez, Barbara Hamilton, Janet McClain, Ferrel Bonner** and **Ruston Hughes**. Also present were Fire Chief Anthony Bates, Esmeralda Mendez, and other Fire Department Staff; District Legal Counsel John Peeler of Coveler & Peeler, P.C and Jessica Adkins of Coveler & Peeler, P.C.; Mark Miller of Municipal Accounts & Consulting (remotely); and Justin Waggoner of Touchstone District Services.
2. **TO RECEIVE PUBLIC COMMENT.** The Board opened the floor to public comment. None was forthcoming.
3. **TO REVIEW AND ACT TO APPROVE THE MINUTES OF PRIOR MEETINGS.** A motion was made by **Commissioner McClain**, seconded by **Commissioner Hughes**, to approve the June 10, 2025, meeting minutes as presented. With a vote of 5 to 0, the motion carried.
4. **TO ACT ON FINANCIAL MATTERS, INCLUDING FINANCIAL REPORT, INVOICES/BILLS, INVESTMENTS, INVESTMENT POLICY, FINANCIAL INSTITUTIONS, CREDIT CARDS, REQUIRED REPORTS, AND REVISIONS TO BUDGET(S).** Mark Miller presented the monthly report noting: 96.88% of the 2024 ad valorem taxes had been collected, and the year-to-date budget versus actual looks on target. Chief Bates noted that the sales tax increase may be due to building supply sales being up recently. A motion was made by **Commissioner Hughes**, seconded by **Commissioner McClain**, to approve the reports and pay District bills as presented. With a vote of 5 to 0, the motion carried.
5. **TO REVIEW AND ACT ON DISTRICT WEBSITE AND COMMUNITY OUTREACH MATTERS.** Justin Waggoner presented updates noting 445 new users to the website. He also noted that information on firework safety was posted online, he was working on a TIFMAS post, and there had been 31.6K views on Facebook from May to June. **Commissioner Bonner** discussed that it may be difficult for constituents to find the District's social media pages since they do not all have the same names. There was discussion on wanting to have a standardized name across all the social media pages and website.
6. **TO RECEIVE A REPORT FROM THE FIRE CHIEF AND COMMAND STAFF REGARDING FRESNO FIRE AND RESCUE OPERATIONS AND ACTIVITIES, TO REVIEW REQUESTS FROM THE FIRE DEPARTMENT ON OPERATIONAL EXPENSES.** Chief Bates presented the monthly updates noting there were 226 calls for service over the month of June. He also introduced the new Director of Training, Les Thomas. There was also discussion about Cynokit for Firefighters to help with smoke inhalation. It was also noted that new Station 52 project is undergoing changes

in the planning and design, new bunk gear for the Department was delivered, Engine 50 was sent to Kerrville to help with disaster relief, and all the trucks are in service except Ladder 51. Ms. Mendez and Chief Bates presented the monthly Administrative updates noting they sent out 3 job offers for full-time staff, 3 part-time staff were hired, and they are preparing for the 2026 risk assessment. It was also noted that there were no work injuries for the month of June.

7. **TO RECEIVE A REPORT FROM OFFICE STAFF REGARDING ADMINISTRATIVE OPERATIONS AND ACTIVITIES.** This item was presented with Item 6.
8. **TO REVIEW AND ACT ON MATTERS RELATED TO CONSTRUCTION, RENOVATION, REPAIR, MAINTENANCE AND IMPROVEMENTS TO DISTRICT FACILITIES AND REAL PROPERTY, INCLUDING ENGAGEMENT OF DESIGN PROFESSIONALS OR ENGINEERING SERVICES, SELECTION OF BUILDERS/CONTRACTORS AND COOPERATION WITH OTHER COUNTY ENTITIES REGARDING THE DEVELOPMENT OF STATIONS, INCLUDING ACTION ON CONSTRUCTION FINANCING.** Chief Bates noted that things were paused on new Station 52 while the District works on things with the County about possible joint development of the facility. The preliminary plan has changed to not be completed in two phases, so there will be a redesign to complete it in one phase. The new plan will include the ESD Fire department, Fort Bend County EMS, and Fort Bend County Hazmat in the same facility. There may be potential for Fort Bend County to request to take the old station on FM 521.
9. **TO ACT ON REAL ESTATE, INCLUDING SALES, PURCHASES, LEASES, PERMITS, ENCUMBRANCES, PLATTING, SURVEYING, UTILITIES AND ACQUISITION FINANCING.** Chief Bates presented information on a lease space for the Administrative staff so the firefighters would have more space. After discussion, a motion was made by **Commissioner McClain**, seconded by **Commissioner Hamilton**, to approve a lease agreement not to exceed \$10,000 a month and to authorize the Board President and Counsel to prepare and execute the agreement as necessary. With a vote of 5 to 0, the motion carried.
10. **TO REVIEW AND ACT REGARDING OUT OF DISTRICT SERVICES AGREEMENT(S) WITH MUD 189 FOR SERVICE TO DISTRICT STATION(S).** There was no discussion on this agenda item.
11. **TO REVIEW AND ACT REGARDING EASEMENTS ON DISTRICT PROPERTY RELATED TO UTILITY SERVICES.** There was no discussion on this agenda item.
12. **TO REVIEW TRUTH-IN-TAXATION PROCEDURES AND CALENDAR TO SET DATES FOR BUDGET AND TAX RATE PROPOSALS.** There was no discussion on this agenda item.

13. **TO REVIEW AND ACT ON THE ACQUISITION OF EQUIPMENT AND VEHICLES, INCLUDING APPROVAL OF ACQUISITION FINANCING FOR SAME AND TO DISCUSS AND ACT ON DISPOSITION OF SURPLUS OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH AND SAFETY CODE §775.0735.** Chief Bates noted that the Logistics team is working on a list for disposition at a later date, including the old Ladder truck.
14. **TO MEET IN CLOSED SESSION PURSUANT TO GOVT. CODE §551.071 TO CONSULT WITH LEGAL COUNSEL ON LITIGATION, SETTLEMENTS OR CONFIDENTIAL MATTERS UNDER TEXAS BAR RULES.** Closed Session was held under Section 551.071 from 12:30pm to 1:00pm.
15. **TO MEET IN CLOSED SESSION PURSUANT TO GOVT. CODE §551.072 REGARDING REAL ESTATE MATTERS.** Closed Session was held under Section 551.072 from 12:30pm to 1:00pm.
16. **TO MEET IN CLOSED SESSION PURSUANT TO GOVT. CODE §551.074 REGARDING REAL ESTATE MATTERS.** No Closed Session was held under Section 551.074.
17. **TO REVIEW AND TAKE ACTION ON PERSONNEL MATTERS, INCLUDING DISTRICT ADMINISTRATIVE STAFF, FIRE SUPPRESSION STAFF, COMMAND STAFF AND FIRE CHIEF, INCLUDING COMPENSATION, BENEFITS, JOB DUTIES, SCHEDULING, HIRING AND RETENTION.** There was no discussion on this agenda item.
18. **TO DISCUSS FUTURE AGENDA ITEMS AND SET FUTURE MEETING DATES.** The next regular meeting will be held on August 12, 2025.
19. **ADJOURNMENT.** There being no further business brought before the Board; the meeting was adjourned at 1:05 PM.


Janet McClain, Secretary