

FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 7

Minutes for the regular Meeting of August 12, 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 Paul Hamilton, President Fresno VFD.
2. **TO RECEIVE PUBLIC COMMENT.** The Board opened the floor to public comment. None was forthcoming.
3. **OATH OF OFFICE – SWEARING IN OF THREE NEW PROBATIONARY FIRE FIGHTERS.** Assistant Chief Tom Henderson administered the oath of office to Fire Fighters Jordan Mills, Colten Perry, and Kirklan Wolridge. Assistant Chief Henderson noted that they were starting a new tradition of swearing in new Fire Fighters at the Board meetings.
4. **RECOGNITION OF ESD 7 AND FRESNO FIRE STAFF WHO RESPONDED TO THE CENTRAL TEXAS DISASTER.** Chief Bates noted that through TIFMAS they deployed staff and a reserve pumper to assist with emergency response and search and rescue operations for two weeks. They sent a second team to replace them after two weeks. Captain Lawson summarized what work the teams performed while deployed. The Commissioners thanked the team for all the work they had done.
5. **TO REVIEW AND ACT TO APPROVE THE MINUTES OF PRIOR MEETINGS.** A motion was made by **Commissioner Hughes**, seconded by **Commissioner McClain**, to approve the July 8, 2025, meeting minutes as presented. With a vote of 5 to 0, the motion carried.
6. **TO PROPOSE THE DISTRICT 2026 BUDGET.** Chief Bates and Mark Miller presented the proposed budget. Chief Bates and Mr. Miller noted: \$1.3M operations budget increase in expenses with wages going up approximately \$1.1M to hire additional staff; they are considering hiring a Finance Director in 2025; approximately \$223,000 will go to the Operating Reserve. District Counsel Peeler asked if the loans to be paid from both Maintenance and Operations taxes and Debt taxes were reflected in the budget. The Board, Staff, bookkeeper and counsel generally discussed a final version of the budget being prepared for final adoption when the tax rate is adopted in September. A motion was made by **Commissioner Hughes**, seconded by **Commissioner Hamilton**, to propose the budget as presented. With a vote of 5 to 0, the motion carried.
7. **TO PROPOSE THE DISTRICT 2025 TAX RATE.** District Counsel John Peeler presented this agenda item. A motion was made by **Commissioner McClain**, seconded by

Commissioner Hamilton, to propose a total tax rate of \$0.100000 per \$100. With a vote of 5 to 0, the motion carried.

8. **TO REVIEW AND ACT TO SET THE DATE, TIME AND LOCATION OF THE PUBLIC HEARING ON THE TAX RATE SETTING.** A motion was made by **Commissioner Hamilton**, seconded by **Commissioner Bonner** to have the public hearing on September 9, 2025, at 11:30am, at the District Fire Station, 1834 W. Sycamore, Fresno, TX. With a vote of 5 to 0, the motion carried.
9. **TO REVIEW AND ACT TO SET THE DATE, TIME AND LOCATION OF THE MEETING TO TAKE FINAL ACTION ON THE ADOPTION OF THE BUDGET AND TAX RATE.** A motion was made by **Commissioner Hamilton**, seconded by **Commissioner Bonner** to have the adoption on September 9, 2025, at 11:30am, following the public hearing, at the District Fire Station, 1834 W. Sycamore, Fresno, TX. With a vote of 5 to 0, the motion carried.
10. **TO DISCUSS CHANGES TO THE OPEN MEETINGS NOTICE POSTING PROCEDURES.** District Counsel John Peeler presented this agenda item. He noted that the posting procedures went from a 72-hour notice to a 3-business day notice. No action was taken on this agenda item.
11. **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: 97.24% of the 2024 ad valorem taxes had been collected, there would be 3 payrolls this period, deployment via TIFMAS has not been reimbursed yet, and sales tax is up year to date versus 2024. A motion was made by **Commissioner McClain**, seconded by **Commissioner Hamilton**, to approve the reports and pay District bills as presented. With a vote of 5 to 0, the motion carried.
12. **TO REVIEW AND ACT ON DISTRICT WEBSITE AND COMMUNITY OUTREACH MATTERS.** Justin Waggoner was not in attendance but submitted his report for the month. Chief Bates gave a summary of updates.
13. **TO RECEIVE A REPORT FROM THE FIRE CHIEF, COMMAND STAFF AND ADMINISTRATIVE 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 228 calls for service over the month of July. It was also noted that there was 1 work injury, and they refused care. There was no action taken on this agenda item.
14. **TO REVIEW AND ACT ON COOPERATIVE PURCHASING PROGRAM OPTIONS, INCLUDING AUTHORIZING FIRE CHIEF TO ENTER INTO ADDITIONAL COOPERATIVE PURCHASING PROGRAMS.** District Counsel

John Peeler presented this agenda item. A motion was made by **Commissioner Hughes**, seconded by **Commissioner Hamilton**, to delegate authority to the Fire Chief to enter into any cooperative purchasing programs he deems necessary to secure goods and services for the District. With a vote of 5 to 0, the motion carried.

15. **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 presented updates including Station 52. He noted that the redesign will be for a retention pond rather than a detention pond and that with the redesign they may need more land and there may be an increased cost. The staff has begun discussions with the property owner for the possible purchase of an additional 3 acres. **Commissioner Hughes** wants to talk with MUD 189 about annexation into their territory for potential drainage. A motion was made by **Commissioner McClain**, seconded by **Commissioner Bonner** to approve the \$4,500 cost incurred by the modular building company from prior selection. With a vote of 5 to 0, the motion carried. Chief Bates then presented the architect plan for the new leased space. A separate motion was made by **Commissioner McClain**, seconded by **Commissioner Hamilton**, to engage Martinez Architects as the architect on the build-out of the lease space. With a vote of 5 to 0, the motion carried. A separate motion was made by **Commissioner McClain**, seconded by **Commissioner Hamilton**, to authorize bidding as competitive sealed proposals on the build-out of the lease space. With a vote of 5 to 0, the motion carried.
16. **TO ACT ON REAL ESTATE, INCLUDING SALES, PURCHASES, LEASES, PERMITS, ENCUMBRANCES, PLATTING, SURVEYING, UTILITIES AND ACQUISITION FINANCING.** There was no discussion on this agenda item.
17. **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 Booster 51 has a recall and that Ford is not releasing the title to the District until it's fixed.
18. **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.** No Closed Session was held under Section 551.071.
19. **TO MEET IN CLOSED SESSION PURSUANT TO GOVT. CODE §551.072 REGARDING REAL ESTATE MATTERS.** No Closed Session was held under Section 551.072.

20. **TO MEET IN CLOSED SESSION PURSUANT TO GOVT. CODE §551.074 REGARDING REAL ESTATE MATTERS.** No Closed Session was held under Section 551.074.
21. **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.
22. **TO DISCUSS FUTURE AGENDA ITEMS AND SET FUTURE MEETING DATES.** The next regular meeting will be held on September 9, 2025.
23. **ADJOURNMENT.** There being no further business brought before the Board; the meeting was adjourned at 1:26 PM.



Janet McClain, Secretary