

FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 7

Minutes for the regular Meeting of May 13, 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, Sr., Barbara Hamilton, Janet McClain,** and **Ruston Hughes.** Commissioner **Ferrel Bonner** was absent. Also present were Fire Chief Anthony Bates, Esmerelda 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); Marian Guirguis of Martinez Architects; Paul Hamilton, President Fresno VFD; auditor Josh Rambo of McCall, Gibson, Swedlund, Barfoot, Ellis PLLC; and Justin Waggoner of Touchstone District Services.
2. **TO RECEIVE PUBLIC COMMENT.** The Board opened the floor to public comment. Ishaan Sinha from Johnnie USA Corporation gave a presentation on grant writing.
3. **TO REVIEW AND ACT TO APPROVE THE MINUTES OF PRIOR MEETINGS.** A motion was made by **Commissioner Hughes**, seconded by **Commissioner Hamilton**, to approve the April 8, 2025, meeting minutes as presented. With a vote of 4 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: 95.26% of the 2024 ad valorem taxes had been collected. 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 4 to 0, the motion carried.

Josh Rambo, auditor for McCall, Gibson, Swedlund, Barfoot, Ellis PLLC presented the 2024 District Audit. A motion was made by **Commissioner Hughes**, seconded by **Commissioner Hamilton** to approve the 2024 audit as presented. With a vote of 4 to 0, the motion carried.

There was a short discussion on the need for a Depository Pledge Agreement with Amegy Bank before the District moves funds in excess of FDIC to the bank. A motion was made by **Commissioner McClain**, seconded by **Commissioner Hughes**, to authorize **Commissioner Lopez** to execute the Depository Pledge Agreement. With a vote of 4 to 0, the motion carried.
5. **TO DESIGNATE THE FORT BEND COUNTY TAX ASSESSOR-COLLECTOR'S OFFICE TO PREPARE THE DISTRICT'S NO NEW REVENUE TAX RATE AND RELATED TAX RATE CALCULATIONS FOR 2025, AND TO AUTHORIZE STAFF AND DISTRICT COUNSEL TO ASSIST THE TAX OFFICE AS NECESSARY, INCLUDING PUBLISHING 2025 TAX RATE SETTING NOTICES.**


District Counsel John Peeler presented this item. A motion was made by **Commissioner Hughes**, seconded by **Commissioner McClain**, to approve the Resolution Designating the Fort Bend County Tax Assessor-Collector's Office to Prepare the Tax Calculations as presented. With a vote of 4 to 0, the motion carried.

6. **TO DISCUSS AND TAKE ACTION ON THE RATIFICATION OF A CONTINUING CONTRACT WITH A COLLECTIONS COUNSEL FOR THE COLLECTION OF DELINQUENT DISTRICT AD VALOREM PROPERTY TAXES AND PROVIDING FOR THE PAYMENT OF UP TO 20% OF THE DELINQUENT TAXES, PENALTIES, AND INTEREST WHICH ARE COLLECTED BY THE COUNSEL UNDER SAID CONTRACT.** District Counsel John Peeler presented this item. A motion was made by **Commissioner McClain**, seconded by **Commissioner Hamilton**, to approve the resolution as presented. With a vote of 4 to 0, the motion carried.
7. **TO DISCUSS AND TAKE ACTION ON THE IMPOSITION OF EARLY ADDITIONAL PENALTY FOR COLLECTION COSTS FOR TAXES IMPOSED ON PERSONAL PROPERTY ON DELINQUENT TAXES PURSUANT TO SECTION 33.11 OF THE PROPERTY TAX CODE.** District Counsel John Peeler presented this item. A motion was made by **Commissioner McClain**, seconded by **Commissioner Hamilton**, to approve the resolution as presented. With a vote of 4 to 0, the motion carried.
8. **TO DISCUSS AND TAKE ACTION ON THE IMPOSITION OF ADDITIONAL PENALTY ON DELINQUENT TAXES PURSUANT TO SECTION 33.07 OF THE PROPERTY TAX CODE AND ADOPTION OF A RESOLUTION REGARDING SAME.** District Counsel John Peeler presented this item. A motion was made by **Commissioner McClain**, seconded by **Commissioner Hamilton**, to approve the resolution as presented. With a vote of 4 to 0, the motion carried.
9. **TO DISCUSS AND TAKE ACTION ON THE IMPOSITION OF ADDITIONAL PENALTY ON DELINQUENT TAXES TO DEFRAY COSTS OF COLLECTION BY THE DISTRICT'S DELINQUENT TAX COUNSEL, PURSUANT TO SECTION 33.08 OF THE PROPERTY TAX CODE AND ADOPTION OF A RESOLUTION REGARDING SAME.** District Counsel John Peeler presented this item. A motion was made by **Commissioner McClain**, seconded by **Commissioner Hamilton**, to approve the resolution as presented. With a vote of 4 to 0, the motion carried.
10. **TO REVIEW AND ACT ON DISTRICT WEBSITE AND COMMUNITY OUTREACH MATTERS.** Justin Waggoner presented updates noting 600 new and unique users to the website and 407 engaged sessions. He also noted that the District's Facebook account had 37,000 views and 779 interactions for the month.
11. **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 they conducted joint training with Iowa Colony utilizing over 120 hours at an acquired structure. Worked with City Officials to prepare for the STEAR event. Booster 51 is 80% complete and the final walkthrough is scheduled for the first week of June. There were 2 injuries for the month of April and 1 new hire. TCFP held the bi-annual compliance inspection, and no violations or recommendations were reported.

12. **TO RECEIVE A REPORT FROM OFFICE STAFF REGARDING ADMINISTRATIVE OPERATIONS AND ACTIVITIES.** This item was presented with Item 11 above.
13. **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.** MaryAnn Guirguis presented updates. She noted that before the permit for Station 52 can be issued, they need approval from TXDOT for the drainage ditches, the Fire Marshall, and the MUD. Then they will get approvals from the County for permitting. It was also noted that they are working on the temporary easements with the neighboring property owner. She also noted that issuing permits for the new station were in progress and they were adding additional parking at the new station to the scope of the new project.
14. **TO ACT ON REAL ESTATE, INCLUDING SALES, PURCHASES, LEASES, PERMITS, ENCUMBRANCES, PLATTING, SURVEYING, UTILITIES AND ACQUISITION FINANCING.** Mr. Peeler reported that he has engaged Board Certified real estate attorney Greg Thrower to assist on platting matters, including a currently existing the right-of-way designation on the District's property.
15. **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.
16. **TO REVIEW AND ACT REGARDING EASEMENTS ON DISTRICT PROPERTY RELATED TO UTILITY SERVICES.** 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.** Commissioner Hughes inquired about a ladder truck and Chief Bates noted he would be ready next month to review that proposed purchase with the Board.

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 REVIEW AND ACT TO AMEND THE EMPLOYMENT CONTRACT FOR FIRE CHIEF ANTHONY BATES.** Chief Bates presented this item noting he would like to take a secondary Fire Station or EMS position and that he would only work weekends so it would not interfere with his duties at the District. District Counsel will draft an addendum to the contract to be approved at the June meeting.
23. **TO DISCUSS FUTURE AGENDA ITEMS AND SET FUTURE MEETING DATES.** The next regular meeting will be held on June 10, 2025.
24. **ADJOURNMENT.** There being no further business brought before the Board; the meeting was adjourned at 12:40 PM.


Janet McClain, Secretary