

FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 7

Minutes for the regular Meeting of January 14, 2026

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, Ferrel Bonner, Ruston Hughes** and **Barbara Hamilton**. Also, present were Fire Chief Anthony Bates, Administrator Esmeralda Mendez, and other staff from Fresno Fire Department, District General Counsel John Peeler of Coveler & Peeler, P.C., Jessica Adkins of Coveler & Peeler, P.C., Mark Miller of Municipal Accounts and Consulting (remotely), Maryann Guirguis of Martinez Architects, and Paul Hamilton of Fresno VFD.
2. **TO ELECT BOARD OFFICERS FOR THE 2026 TERM.** A motion was made by **Commissioner Lopez**, seconded by **Commissioner Hughes**, to table this item until a new Commissioner is appointed to replace Janet McClain.
3. **TO RECEIVE PUBLIC COMMENT.** The Board opened the floor to public comment. Paul Hamilton told the Board that the check from the Volunteer Fire Department for funds that have been pledged to the District is in his possession and is still good until December 2026. He noted that the lawyer they hired did not carry out the dissolution process yet and the money will eventually go to the ESD. He asked for assistance to get counsel to help with dissolution.
4. **TO REVIEW AND ACT TO APPROVE THE MINUTES OF PRIOR MEETINGS.** A motion was made by **Commissioner Hughes**, seconded by **Commissioner Hamilton**, to approve December 16, 2025, minutes as presented. With a vote of 4 to 0, the motion carried.
5. **TO REVIEW AND DISCUSS ANNUAL CONFLICTS OF INTEREST REQUIREMENTS UNDER LOCAL GOVERNMENT CODE 176.003 (CONFLICTS DISCLOSURE STATEMENT REQUIRED) AND 171.004 (AFFIDAVIT AND ABSTENTION FROM VOTING REQUIRED).** District Counsel John Peeler reviewed the information with the Board. It was noted that there are no conflicts with the Board or Employees.
6. **TO REVIEW AND DISCUSS ACCESS TO PERSONAL INFORMATION UNDER THE PUBLIC INFORMATION ACT, INCLUDING REVIEW OF SECTIONS 552.024, 552.117 AND 552.1175.** District Counsel John Peeler reviewed the information with the Board. It was noted that since there are no updates to Commissioners, no forms need to be completed.
7. **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 that the Wells Fargo credit card would be closed before the February meeting, and that sales tax revenue is up this

month, likely due to holiday shopping. A motion was made by **Commissioner Hughes**, seconded by **Commissioner Hamilton**, to approve the reports and pay District bills as presented. With a vote of 4 to 0, the motion carried.

8. **TO CONDUCT ANNUAL REVIEW OF DISTRICT'S INVESTMENT POLICY AND TAKE ANY NECESSARY ACTION.** District Counsel John Peeler reviewed the revised policy with the Board. The Board discussed keeping Mark Burton and Ghia Lewis of Municipal Accounts and Consulting as the Investment Officers under the revised policy. A motion was made by Commissioner Hughes, seconded by Commissioner Hamilton, to approve the revised policy as presented. With a vote of 4 to 0, the motion carried. A motion was made by Commissioner Hughes, seconded by Commissioner Hamilton, to appoint Mark Burton and Ghia Lewis of Municipal Accounts and Consulting as the Investment Officers. With a vote of 4 to 0, the motion carried.
9. **TO REIVEW THE DISTRICT'S AUDIT ENGAGEMENT AND AUTHORIZE AUDITOR AND STAFF TO PROCEED UNDER SAME.** District Counsel John Peeler reviewed this information with the Board, noting that they currently have a multi-year engagement with McCall Gibson Swedlund Barfoot Ellis PLLC. The Board wants to stay with McCall Gibson Swedlund Barfoot Ellis, so there was no action taken on this item. Staff will coordinate with McCall Gibson Swedlund Barfoot Ellis on the audit.
10. **TO REVIEW AND ACT ON DISTRICT WEBSITE AND COMMUNITY OUTREACH MATTERS.** Justin Waggoner with Touchstone presented updates regarding website and community outreach. He noted that the District website had 1.7k new users, Facebook views for the month were up 251% and follows were up 195%.
11. **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 monthly updates noting calls for service for 2025 were up about 8%. He also noted that the testing for Battalion Chief would begin soon. He also suggested a special workshop to review strategic and financial planning for some time in early February. There was no action on this item.
12. **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 and Maryann Guirguis of Martinez Architects gave a review of the planned office buildout. The Board discussed concerns with the overall price and scope of the project. Commissioner Hughes inquired what the options could be for the project to better balance

the costs with the length of the lease or to look at other options. There was no action on this item, as the Board chose to have a special meeting to review these issues.

13. **TO ACT ON REAL ESTATE, INCLUDING SALES, PURCHASES, LEASES, PERMITS, ENCUMBRANCES, PLATTING, SURVEYING, UTILITIES AND ACQUISITION FINANCING.** Legal Counsel John Peeler noted that the process is ongoing for the new property and the survey has been authorized and should be completed soon.
14. **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 he was looking at pricing on a new vehicle and will present information at a future meeting.
15. **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.
16. **TO MEET IN CLOSED SESSION PURSUANT TO GOVT. CODE §551.072 REGARDING REAL ESTATE MATTERS.** No Closed Session was held under Section 551.072.
17. **TO MEET IN CLOSED SESSION PURSUANT TO GOVT. CODE §551.074 REGARDING REAL ESTATE MATTERS.** No Closed Session was held under Section 551.074.
18. **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 item.
19. **TO DISCUSS FUTURE AGENDA ITEMS AND SET FUTURE MEETING DATES.** The next regular meeting is scheduled for February 10, 2026. It was noted that Commissioner Hamilton would be out of town for this meeting.
20. **ADJOURNMENT.** There being no further business brought before the Board; the meeting was adjourned at 12:35 PM.



**Fort Bend ESD No. 7
Commissioner**