

**Special Meeting Minutes**  
**Harris County Emergency Services District No. 7**

The Board of Commissioners of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 7** held a special meeting on **February 8, 2022 at 6:30 p.m.** at the following location in the District, **Spring Fire Department Administration Building, 656 East Louetta Road, Spring, Texas 77373.**

<b>Melanie Gander</b>	<b>President</b>	<b>(Present at the meeting location)</b>
<b>Gayle Fuller</b>	<b>Vice-President</b>	<b>(Present at the meeting location)</b>
<b>Todd Anderson</b>	<b>Treasurer</b>	<b>(Present at the meeting location)</b>
<b>Keith Willingham</b>	<b>Secretary</b>	<b>(Present at the meeting location)</b>
<b>David Mills</b>	<b>Asst. Treasurer</b>	<b>(Present at the meeting location)</b>

**Also in attendance:**

Scott Seifert, Fire Chief, Spring Fire Department - **(Present at the meeting location)**  
Robert Logan, Assistant Fire Chief, Spring Fire Department - **(Present at the meeting location)**  
Scott Schoonover, Spring FD Deputy Chief - **(Present at the meeting location)**  
Shannon Taylor, HCESD7 Administrator - **(Present at the meeting location)**

**Call meeting to order.**

Commissioner Melanie Gander called the meeting to **ORDER** at 6:30 p.m.

**To receive public comment.**

No public comment was made.

**6:31 p.m. ENTER CLOSED SESSION**

Closed Sessions, the Board included Fire Chief Scott Seifert, Assistant Fire Chief Robert Logan and Deputy Chief Scott Schoonover for items 3 and 4.

**3. 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.**

**No closed session was held under item 3 of the agenda.**

**4. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**

**6:50 p.m. RECONVENE FROM CLOSED SESSION**

- 5. To review and take action on real estate matters, including the sale or purchase of real property and any actions related to same, including site work, permits, encumbrances, and the engagement or termination of services related to the sale or purchase of real property or related actions.**

Commissioner Gander moved to allow Chief Seifert to negotiate the purchase of real property discussed in closed session within the limits discussed in closed session. If the offer is accepted, then legal counsel, John Peeler will write the contract for the purchase. Second by Commissioner Fuller. Commissioner Willingham abstained from voting. Motion approved 4-0.

- 6. To authorize staff to move funds between District operating and/or investment accounts.**

Commissioner Willingham moved to allow Chief Seifert permission to transfer no more than \$923,518.31 of the Sales Tax Revenue from the Amegy account to the ("Texas CLASS") Texas Cooperative Liquid Assets Securities System Trust, account. Second by Commissioner Anderson. Motion approved 5-0.

- 7. To approve a non-disclosure agreement with Delta Industries regarding the testing of new fire and rescue equipment by the District Fire Department and authorize execution by command staff officers.**

Commissioner Willingham moved to approve signing the non-disclosure agreement with Delta Industries as presented. Second by Commissioner Anderson. Motion approved 5-0.

There being no further business brought before the Board, or any further public comment. Motion to adjourn made by Commissioner Willingham. The meeting is adjourned at 6:56 p.m.

  
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Commissioner Keith Willingham  
District Secretary

  
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Shannon Taylor, Preparer