

Meeting Minutes
Harris County Emergency Services District No. 7

The Board of Commissioners of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 7** held a meeting on **July 20, 2023, at 6:30 p.m.** at the following location in the District, **Spring Fire Department Administration Building, 656 East Louetta Road, Spring, Texas 77373.**

Melanie Gander	President	(Absent)
Gayle Fuller	Vice-President	(Present)
Todd Anderson	Treasurer	(Present)
Keith Willingham	Secretary	(Absent)
David Mills	Asst. Treasurer	(Present)

Also in attendance:

Scott Seifert, Fire Chief, Spring Fire Department
Robert Logan, Assistant Fire Chief, Spring FD
Scott Schoonover, Spring FD Deputy Chief
Jeff King, Spring FD Deputy Chief
John Peeler, Coveler & Peeler, District Legal Counsel
Renee Butler, McLennan & Associates, District Bookkeeper
Greg Thrower, Thrower Law, Special Legal Counsel for real estate
Carole Thrower, Thrower Law
Ricardo Martinez, Martinez Architects, LP
Steve Schoonover, Spring FD Sr. Captain
Donald May, Spring FD Facilities Manager
Charlie Repka, Spring FD IT Manager
Shannon Taylor, HCESD7 Administrator

Call meeting to order.

Commissioner Gayle Fuller acted as the presiding officer and called the meeting to **ORDER** at 6:30 p.m.

2. Roll call and establish a quorum.

All Harris County Emergency Services District No. 7 Board of Commissioners were present, except for Melanie Gander, President and Keith Willingham, Secretary, who were absent from the meeting.

3. To receive public comment.

No public comment was made.

4. To propose the District 2024 Budget.

Fire Chief Scott Seifert presented in detail:

The 2024 Initial Proposed District Budget - \$32,016,272.32 in total expenditures

2024 Sales and Use Tax Revenue will increase by \$1,000,000.00, Total Revenue will be \$35,746,911.00.

Capital Expenses:

Expenses for Station 77 will run into 2024. Training Field Phase II will be in 2024. No revenue or expenses for Station 72.

New Vehicles and Equipment - consist of 3 Ford F150's, a fire container, 2 drones, SCBA washers, a cycle sauna, and a new key system.

Commissioner Fuller moved to approve the 2024 District Budgets as presented. Second by Commissioner Anderson. Motion approved 3-0.

5. To propose the District 2023 Tax Rate.

Legal counsel John Peeler presented information regarding the tax setting process. He recommended that the Board propose at the statutory maximum rate of \$0.10/\$100 in order to allow staff time to review the full revenue numbers before the public hearing and adoption meeting. The Board generally discussed the preference to avoid a tax approval election, and Mr. Peeler explained that they can adopt a lower rate after the hearing but can not adopt a higher rate if they propose a lower rate.

Commissioner Mills moved to propose the 2023 total ad valorem tax rate of \$0.10 / \$100 Second by Commissioner Fuller. Motion approved 3-0.

6. To schedule a public hearing regarding the District's 2023 tax rate and the date of the meeting to adopt.

The Board unanimously agreed to set the hearing date as August 22, 2023 at 6:30 PM.

7. To authorize District counsel to publish the necessary 2023 Tax Rate setting notices.

Commissioner Anderson moved to authorize District legal counsel John Peeler, to publish necessary notices regarding the 2023 Tax Rate setting in the full-city Houston Chronicle publication. Second by Commissioner Fuller. Motion approved 3-0.

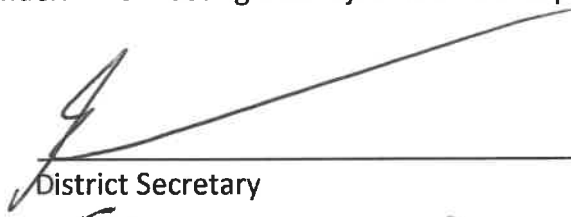
Legal counsel was granted permission to use city wide publication.

8. To review and take action on matters relating to an election to be held on November 7, 2023:

- a. Approve an Order of Election under Texas Tax Code Section 26.07.**
- b. To review and take action to hold an election jointly with other jurisdictions.**
- c. To review and take action to contract with Harris County Elections Office for election services.**
- d. To consider and take action on such other Orders, Resolutions and related matters as required or appropriate to call for the District election.**

Commissioner Fuller moved to call for a tax approval election to be held jointly with other jurisdictions and be conducted by the Harris County elections office. Second by Commissioner Anderson. Motion approved 3-0.

There being no further business brought before the Board, or any further public comment. Motion to adjourn made by Commissioner Gander. The meeting was adjourned at 6:52 p.m.



District Secretary
Shannon Taylor

Shannon Taylor, Preparer