

MEETING NOTICE

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 7

Notice is hereby given that **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 7** will hold a meeting on **December 18, 2025 at 6:30 PM**, at the following location in the District: **District Administration Building, 656 East Louetta Road, Spring, Texas 77373.**

The District will consider and act upon the following matters:

- 1. Call meeting to order.**
- 2. To receive public comment.**
- 3. To meet in Closed Session under Gov't 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.**
- 4. To meet in Closed Session under Gov't Code §551.072 to deliberate on real estate matters.**
- 5. To meet in Closed Session under Gov't Code §551.074 to deliberate regarding personnel matters, including District employees, District Command Staff, District Fire Chief and District Board of Commissioners.**
- 6. To meet in closed session under authority of Government Code § 551.0761 to deliberate regarding critical infrastructure facility.**
- 7. Consent Agenda - The following items are considered routine and will be acted upon in one motion:**
 - 7.1 Approve minutes of prior meeting.**
 - 7.2 Listing of Bills Paid - Includes Checks, ACH, e-checks.**
 - 7.3 Payroll Disbursements.**

- 7.4 Budget to Actual Reports - Maintenance & Operations, Capital Projects, Debt Service.
- 7.5 Bank and Investment Summary - Details of Cash and Investments.
- 7.6 Purchase Orders.
- 7.7 Sales Tax Report - To review and act on Sales Tax matters.
- 7.8 Surplus and Salvage Property - To review and act regarding the disposition of Surplus and Salvage property.
- 7.9 Workers Compensation Claims.

8. Action Items, including:

The Action Items section is where items requiring Board consideration, deliberation, and vote action are placed. The Board may vote on a properly seconded motion, may vote to table an item, or, by doing nothing at all, may take no action on an item.

- 8.1 Real Estate - To review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate.
- 8.2 Construction - To review and take any action regarding construction, improvements, repairs, renovations, maintenance of/to any District real property and improvements, buildings, facilities and stations, including change orders, pay apps, permits, engaging architect(s) or engineers(s), and contractor(s).
- 8.3 Payment of Non-Recurring Bills.
- 8.4 To review and act regarding District depository financial institutions, including approving agreements regarding the collateral for District funds under the Public Funds Collateral Act.

- 8.5 Financing of Capital items - To review and act on matters related to financing, payment and acquisition of capital items, including equipment and vehicles, and action on acquisition/construction financing of same, including retiring or incurring financing for the construction of District Facilities or acquisition of vehicles and equipment.

- 9. **To review and act on revisions to the District 2025 Budget (Capital Project Fund). This is an item to address revisions to the Budget for the current Fiscal Year 2025. Any revisions to the current Budget have no effect on the District's Tax Rate. The Tax Rate was adopted on September 18, 2025, to fund the Fiscal Year 2026 Budget. No action to revise or amend the current Budget can affect the Tax Rate which was previously adopted. Therefore, no Taxpayer Impact Statement is included.**

- 9.1 Budget Amendment.

- 10. **To review, discuss and take action on an engagement to receive governmental affairs services from Coveler & Peeler, P.C., and their related contractors.**
- 11. **Chief's Report on Activities - Including current and long-range information exchange and action on requests for purchases.**
- 12. **Receive ESD Committee reports, including Legislative and Governmental Relations matters.**
- 13. **To review and act on personnel matters, including policies, scheduling, evaluations, benefits, compensation, hiring, retention and evaluation of District employees, including District Fire Chief, command staff, administrative staff, and suppression personnel.**
 - 13.1 To discuss and act to establish the process for developing employment contract with the Fire Chief. The only action on this item will be to instruct counsel to develop draft contract in consultation with a designated committee. The Board will not vote to approve employment contract at this meeting.
- 14. **To review and act to schedule the next regular monthly meeting date and discuss the addition of items to place on the next meeting agenda.**

15. Adjournment.



HARRIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 7

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