

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 **January 15, 2026 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. Deliberation 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 Quarterly Investment Report.
- 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. **Capital Acquisitions – To review and act regarding the acquisition of personal property, equipment and capital items, including firefighting vehicles.**
10. **To review and act on matters related to Lawn Service for 26200 Lexington Road, W.W. "Cotton" Weaver Fire Training Facility.**
11. **Public Information Access Review - To review and discuss access to personal information under the Public Information Act, including review of Public Information Act, including review of Gov't Code § 552.024, § 552.117 and § 552.1175**
12. **Annual Conflicts of Interest Review - To review and discuss annual conflicts of interest requirements under Gov't Code § 176.003 (Conflicts Disclosure Statement Required) and § 176.004 (Affidavit and Abstention from Voting Required).**
13. **To review and act on revisions to the District 2026 Budget.**
14. **To review and act to elect the Board of Commissioners' offices of Secretary and Vice President.**
15. **Review and take action on matters relating to calling an election to be held on May 2, 2026.**
 - a. Approve an Order calling for an election under Texas Health and Safety Code Section 775.0345.
 - b. Order Approving and Appointing an Agent for the Election;
 - c. Order Appointing an Early Voting Clerk and Deputy Early Voting Clerk;
 - d. Order Establishing and Designating Election Precincts and Polling Places;
 - e. Order Establishing and Designating Early Voting Polling Places;
 - f. Order Adopting Form of Notice of District Election;
 - g. Action to approve a contract with Hart InterCivic, Inc. for election services.
 - h. Action to approve a contract with KNOWiNK for election services.
 - i. To review and take action to hold an election jointly with one or more other political subdivisions.
 - j. To consider and take action on such other Orders, Resolutions and related matters as required or appropriate to call for the District election.

- 16. To review, discuss and take action on an engagement to receive governmental affairs services from Coveler & Peeler, P.C., and their related contractors.**
- 17. Chief's Report on Activities - Including current and long-range information exchange and action on requests for purchases.**
- 18. Receive ESD Committee reports, including Legislative and Governmental Relations matters.**
- 19. 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.**
 - 19.1 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.**
- 20. 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.**
- 21. Adjournment.**



HARRIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 7

Jackie Smith

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