

**MINUTES OF THE AUGUST 1, 2023 MEETING OF THE  
HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**

A Meeting was duly called of the Board of Commissioners of **HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**, which was held, **AUGUST 1, 2023**, at the offices of the District Training Center, **16005 Bellaire Blvd., Houston, Texas 77083**.

The District considered and acted upon the following matters:

The meeting was called to order at 6:16 p.m. by Dale Terry, Board President, who announced that a quorum was present. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, KEN ARRINGTON** and **MARY BLONDELL**. **JEFF JERNBERG** was unable to attend. Also, in attendance was Fire Chief **Bobby Clark**, Assistant Chief **Josh Taylor** of Community Protection Agency, Inc., (referred to herein as the “Department” and commonly known of as Community Volunteer Fire Department”), Kris Parrent of Conclusive Coding, and David Manley of Coveler & Peeler, P.C., the District’s legal counsel.

The Board proceeded to address the following:

**2. To receive public comment.**

None was received.

**3. To review, discuss and act on approval of prior meeting minutes.**

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON**, to approve the July meeting minutes. The motion passed by a vote of 4 – 0.

**4. To review, discuss and act on payment of District operating bills and take action on District Investments and any necessary banking authorizations and pledge agreements.**

No action.

**5. To receive an operations and financial report from Community Volunteer Fire Department, and to take any necessary action thereon, including to receive and approve the Department payroll and expense totals from the previous month.**

Chief Clark provided a summary of responses and activity. After review, a Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON**, to accept the reports and approve reimbursement of payroll expenses in the amount of \$590,901.44, and operational expense in the amount of \$530,222.46. After discussion, the Motion was approved by a vote of 4 - 0.

6. **To receive a report from Conclusive Coding regarding the District's social media presence as well as other assigned projects.**

Mr. Parrent provided the Board with an overview of the District's significant responses and social media presence. Mr. Parrent informed the Bboard he has five people currently enrolled in drone training, and that he intends to continue training with five employees at a time. He informed the Board that the District's website needs to be updated. The decision was made to wait until next year. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON** to approve the report as presented. After review and discussion, the Motion passed by a vote of 4 – 0.

7. **To review and act on disposal of surplus equipment.**

No action taken.

8. **To review, discuss and take action on acquisitions or needed repairs to the District's supplies, equipment, vehicles or apparatus.**

A Motion was made by Mr. **ARRINGTON**, seconded by Ms. **BLONDELL** to approve a letter of intent to purchase three new pumpers and one new tower, with delivery expected in 2027, in the amount of \$6,230,536. After review and discussion, the Motion passed by a vote of 4 – 0.

9. **To review, discuss and take action on construction, needed improvements or repairs to the District's facilities.**

A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON**, to approve the removal of the old tower at old Station 1 for an amount not to exceed \$15,100. After review and discussion, Motion passed by a vote of 4 to 0.

10. **To review, discuss and take action on matters related to construction projects.**

No action taken.

11. **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 action taken.

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

No action taken.

- 13. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**

No action taken.

- 14. To take action on matters discussed in closed session.**

No action taken.

- 15. To discuss and take action to confirm the next regular monthly meeting date as well as any items that need to be on the next meeting agenda.**

The Board set the next regular meetings for Tuesday, August 8, 2023 at 6:00 p.m. A budget workshop will be held on August 17, 2023 at 6:00 p.m.

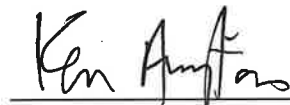
- 15. Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 7:50 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on September 12, 2023.

**HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**

By:



**KEN ARRINGTON**  
Secretary of the Board