

**MINUTES OF THE NOVEMBER 5, 2024 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, **November 5, 2024**, 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 3:06 p.m. Those Commissioners present were: **JEFF JERNBERG, STEVE FOWLER, KEN ARRINGTON**, and **MARY BLONDELL**. **DALE TERRY** arrived at 3:30 p.m. Also, in attendance was Chief Bobby Clark, Assistant Chief Josh Taylor, assistant Chief Johnny Mitchell and Samantha Smith with Community Volunteer Fire Department. Rebecca Densmore and Brian Gazaway with Westcom were also in attendance. David Manley of Coveler & Peeler, P.C., the District's legal counsel was also in attendance.

The Board proceeded to address the following:

**3. To receive public comment.**

No public was in attendance.

**4. To review, discuss and act on financial matters, payment of District operating bills, payment of budgeted capital expenses and payment of operations funding pursuant to the service agreement with the Department.**

A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON**, to approve the payment to CVFD in the amount of \$1,500,000 for operational expenses. The motion was approved by a vote of 4 to 0.

A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **JERNBERG**, to approve the payment of the bills as presented for VFIS, Texas Mutual and Symtec. The motion was approved by a vote of 4 to 0.

**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 and Department budget.**

Chief Clark provided a summary of responses and activity. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON**, to accept the reports and approve reimbursement of payroll expenses in the amount of \$667,655.76 and operational expenses in the amount of \$923,469.10. The motion was approved by a vote of 4 to 0.

6. **To review, discuss and act on matters related to District's website, social media and public education.**

Smanatha Smith provided the Board with an update on the Department's social media and recruiting activities. A motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON** to accept and approve the report as presented. Motion passed by a vote of 4 to 0.

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

No action.

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

No action.

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

No action.

10. **To review, discuss and act on matters related to construction (current and proposed) projects.**

A Motion was made by Mr. **TERRY**, seconded by Ms. **BLONDELL**, to approve the change order for Calibre and Liquid design to add the second channel and the observation deck to the scope of the project in the amount of \$208,412 and \$33,396 for Calibre's engineering work, and \$16,200 for architectural design). After discussion, the motion passed by a vote of 5 to 0

A Motion was made by Mr. **TERRY**, seconded by Ms. **BLONDELL**, to approve the proposal submitted by Raba Kistner to conduct additional geotechnical engineering services for \$21,700. After discussion, the motion passed by a vote of 5 to 0

11. **To review, discuss and act on matters related to retaining a grant writer**

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON** to engage Andrea Greer as a grant writer to assist with obtaining grants for the swift water rescue facility. After discussion, the motion passed by a vote of 5 to 0

12. **To review, discuss and act on matters related to the District's transition to a direct provider.**

No action taken.

**13. To review, discuss and act on matters related to proposed annexations**

Johnny Mitchel informed the Board that FBESD 7 he will get Mr. Manley the information necessary to identify the area of the proposed annexation as agreed to by FBESD 7 . No action taken.

**14. To review, discuss and act on real estate matters.**

No action.

**15. To review, discuss and act on personnel matters**

No action

*The Board went into executive session to address items 16 through 18 at 4:00 p.m.*

**16. 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.**

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

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

*The Board came out of closed session at 6:00 p.m.*

**19. To take action on matters discussed in closed session.**

No action.

**20. 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 next regular meeting will be Tuesday, November 12, 2024 at 6:00 p.m. at Westcom.

**21. Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 7:07 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on November 12, 2024.

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

By:   
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**KEN ARRINGTON**  
Secretary of the Board