

**MINUTES OF THE APRIL 1, 2025 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, **April 1, 2025**, 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 6:17 p.m. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, KEN ARRINGTON, MARY BLONDELL** and **JEFF JERNBERG**. Also, in attendance was Chief Bobby Clark and members of his staff. 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 take action on matters relating to the May 3, 2025 election, including but not limited to authorizing the Board President to appoint election personnel, including Judges, Clerks and Early Voting Ballot Board members.

A Motion was made by Mr. **JERNBERG**, seconded by Mr. **FOWLER**, to authorize Mr. **TERRY** to appoint election personnel, including Judges, Clerks and Early Voting Ballot Board members. The motion was approved by a vote of 5 to 0.

5. 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. **ARRINGTON**, seconded by Mr. **JERNBERG**, to approve and pay the district bills and the payment to CVFD in the amount of \$1,500,000 for operational expenses. The motion was approved by a vote of 5 to 0.

6. To review, discuss and take action regarding the renewal of an Interlocal Agreement with Fort Bend County for tax assessment and collection services.

A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **FOWLER**, to renew the Interlocal Agreement with Fort Bend County for tax assessment and collection services. The motion was approved by a vote of 5 to 0.

7. **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 and his staff provided a summary of responses and activity. A Motion was made by Mr. **JERNBERG**, seconded by Mr. **ARRINGTON**, to accept the reports and approve reimbursement of payroll expenses in the amount of \$746,313.67 and operational expenses in the amount of \$749,631.39. The motion was approved by a vote of 5 to 0.

8. **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. **JERNBERG**, seconded by Mr. **ARRINGTON** to approve the report as presented. Motion passed by a vote of 5 to 0.

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

A Motion was made by Mr. **JERNBERG**, seconded by Mr. **FOWLER**, to donate outdated equipment with a \$0.00 value to the District, to the Texas Helping Hands program. The motion was approved by a vote of 5 to 0.

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

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER**, to approve the purchase of a EVO Max Drone and Drone Sense software in the amount of \$16,360. The motion was approved by a vote of 5 to 0.

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

The demolition of old Station 1 has been completed. The Department is having difficulty getting contractor to complete repairs at Station 3. The Burn building was inspected by the engineer and no significant issues were found. A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **JERNBERG**, to authorize A/C repair in the amount of \$12,342, and Fire Suppression in the amount of 7,509.29. The motion was approved by a vote of 5 to 0.

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

No action.

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

No action.

- 14. To review, discuss and act on personnel matters**

No action.

- 15. To review, discuss and act on matters related to the Dispatch Center**

No action.

The Board addressed items 16 through 18 and went into closed session at 7:47 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 8:20 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, April 8, 2025 at 6:00 p.m.

- 21. Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 8:20 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on May 13, 2025.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By:



KEN ARRINGTON
Secretary of the Board