

**MINUTES OF THE SEPTEMBER 3, 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, **September 3, 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 6:08 p.m. Those Commissioners present were: **DALE TERRY, MARY BLONDELL, STEVE FOWLER, KEN ARRINGTON** and **JEFF JERNBERG**. Also, in attendance was Chief Bobby Clark, Assistant Chief Josh Taylor, assistant Chief Johnny Mitchell and Samantha Smith with Community Volunteer Fire Department, and David Manley of Coveler & Peeler, P.C., the District's legal counsel.

The Board proceeded to address the following:

**3. To receive public comment.**

No public was in attendance.

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

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

**5. To review, discuss and act on Paycor Agreement**

No action was taken.

**6. 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 Mr. **ARRINGTON**, seconded by Ms. **BLONDELL**, to accept the reports and approve reimbursement of payroll expenses in the amount of \$968,683.24 and operational expenses in the amount of \$699,958.33. The motion was approved by a vote of 4 to 0.

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

Smanatha Smith provide the Board with an update on the Department's social media and recruiting activities. No action.

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

No action.

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

No action.

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

No action.

**11. To review, discuss and take action on matters related to construction (current and proposed) projects.**

Meetings were scheduled for September 9 and September 12 to discuss construction of swift water training facility.

**12. 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.

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

No action.

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

The Board went into closed session at 6:53 to discuss personnel matters. The Board came out of closed session at 8:36.

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

No action.

- 16. 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 September 10, 2024 at 6:00 pm at Westcom.

- 17. Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 8:36 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on September 17, 2024.

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

By:

  
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**KEN ARRINGTON**  
Secretary of the Board