

**MINUTES OF THE NOVEMBER 12, 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 12, 2024**, at the offices of the District's Communication Center, **21728 Beechnut, Richmond, Texas 77407**.

The District considered and acted upon the following matters:

The meeting was called to order at 6:00 p.m. by Dale Terry, Board President, who announced that a quorum was present. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, MARY BLONDELL, KEN ARRINGTON** and **JEFF JERNBERG**. Also, in attendance was **Bobby Clark**, Fire Chief, **Rebecca Densmore**, Interim Director of WestCom, **Brian Gazaway**, WestCom Operations Manager, **Dennis Maldonado**, District IT Director, **Katie Norris** and **Aaron Espinoza** with RIT Financial, 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

3. To review and approve minutes for prior meetings.

A Motion was made by Mr. **ARRINGTON**, seconded by Ms. **BLONDELL**, to approve the minutes from prior meetings as presented. After discussion, the motion was passed by a vote of 5 to 0.

4. To review, discuss and act on the Treasurer's Financial Report, payment of District operating bills, payment of budgeted capital expenses and payment of operations funding pursuant to the service agreement with the Department, audit, and to review, discuss and act on District Investments and any necessary banking authorizations and pledge agreements.

Ms. Norris provided a report on the District's financials and presented the invoices to be paid. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **JERNBERG** to approve the report and pay the bills as presented. After discussion, the motion was passed by a vote of 5 to 0.

5. To review and take action on the ratification of a continuing Contract with a private law firm pursuant to §6.30 of the Property Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.

A motion was made by Commissioner **FOWLER**, seconded by Mr. **ARRINGTON** to ratify the agreement with Linebarger for the collection of delinquent District ad valorem

property taxes and provide for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract. After discussion, the motion was passed by a vote of 5 to 0.

6. **To discuss and take action on the imposition of additional penalty on delinquent taxes pursuant to §33.07 of the Property Tax Code and adoption of a Resolution regarding same for taxes.**

A motion was made by Commissioner **FOWLER**, seconded by Mr. **ARRINGTON** to impose an additional 20% penalty on delinquent taxes pursuant to §33.07 of the Property Tax Code and adoption of a Resolution regarding same for taxes. After discussion, the motion was passed by a vote of 5 to 0.

7. **To discuss and take action on the imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Property Tax Code and adoption of a Resolution regarding same.**

A motion was made by Commissioner **FOWLER**, seconded by Mr. **ARRINGTON** to impose an additional 20% penalty on delinquent taxes pursuant to §33.08 of the Property Tax Code and adoption of a Resolution regarding same. After discussion, the motion was passed by a vote of 5 to 0.

8. **To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Property Tax Code and adoption of a Resolution regarding same.**

A motion was made by Commissioner **FOWLER**, seconded by Mr. **ARRINGTON** to impose an additional 20% penalty on delinquent taxes pursuant to §33.11 of the Property Tax Code and adoption of a Resolution regarding same. After discussion, the motion was passed by a vote of 5 to 0.

9. **To review and act to approve Covered Applications and Prohibited Technology Policy based upon model policy developed by the Texas Department of Information Resources.**

A motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON** to approve the Covered Applications and Prohibited Technology Policy based upon model policy developed by the Texas Department of Information Resources. After discussion, the motion was passed by a vote of 5 to 0.

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

No action.

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

No Action.

12. **To review, discuss and act on matters related to the operation of dispatch center.**

Ms. Densmore and Mr. Gazaway reviewed significant events related to the operations of the dispatch center. Mr. Maldonado updated the Board on technology matters. A Motion was made by Mr. **JERNBERG**, seconded by Mr. **FOWLER** to approve the operations report as presented. After discussion, the motion was passed by a vote of 5 to 0.

13. **To review, discuss and act on matters related to termination and/or engagement of human resources firm.**

A motion was made by Mr. **ARRINGTON**, seconded by Ms. **BLONDELL** to terminate the contract with RIT Management Group and go out for bid for human resources services. After discussion, the motion was passed by a vote of 5 to 0.

14. **To review, discuss and act on matters related to current and future construction projects.**

No Action.

The Board addressed items 15 through 17 and went into closed session at 7:40 p.m.

15. **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.**

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

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

The Board came out of executive session at 9:25 p.m.

18. **To review and act to engage the firm Locke Lord for governmental relations services for the 2025 Legislative Session.**

A motion was made by Mr. **JERNBERG**, seconded by Ms. **BLONDELL** to engage Locke Lord for governmental relations services. After discussion, the motion was passed by a vote of 5 to 0.

- 19. To review and act to appoint a governmental relations committee to prepare District concerns and priorities for the 2025 legislative session.**

No action.

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

No action.

- 21. To confirm upcoming meeting dates and additional items needed for those agendas.**

A special meeting was scheduled to occur on December 2, at 4:00 p.m. to discuss budget matters.

- 22. Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 9:28 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on December 9, 2024.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By:



KEN ARRINGTON
Secretary of the Board