

**MINUTES OF THE NOVEMBER 13, 2019 MEETING OF THE  
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

A Meeting was duly called of the **FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 1**, which was held on November 13, 2019, at the Willow Fork Country Club, 21055 Westheimer Parkway, Katy, Texas 77450.

The Meeting was called to order at 7:00 P.M. by **HANK WENZLER**, President. Those Commissioners present were **HANK WENZLER**, **PAT HAWKINS**, and **DEAN MCBRIDE**. Also, present was **NICOLE PIERCE**, of Coveler & Peeler, P.C., the District's Counsel; **JERRY FUSCO**, of GJF Interests LLC dba TMV Tax & Bookkeeping Services, the District's Bookkeeper; **TOMMY WESTALL**, Assistant Fire Chief of HCESD 48; **MARSHALL KRAMER**, Board President of HCESD 48; and **ALLEN DEJONGE** with 1190 Designs.

There was no public comment received by the Board.

The Board then addressed agenda item 3, to receive a report from the District Emergency Service Provider. Both Chief Ellis and Chief Bank sent their monthly reports to the Board prior to the meeting as they both were unable to attend. On the fire report, the Department ran a total 314 calls for the month of October with 1 call in FBESD 1. Mr. **HAWKINS** asked about a heavy fuel fire that occurred this month. Chief Westall said it would be next month's report and that Chief Ellis would have more information on that call. Mr. **HAWKINS** asked about the completion of Ladder 3 and Chief Westall and Mr. Kramer stated that it was currently being repaired and hoped for it to be returned late November or early December. Chief Westall stated that Engine 1 and two ambulances had been delivered. On the EMS report, the Department ran a total of 683 calls for the month with 12 calls in FBESD 1. The average EMS response time was 6.32 minutes and the average response time for the District was 8.47 minutes. Mr. Kramer added that Station 1 is progressing very quickly, and everything is going well. He also reported that the temporary station 1 is fully operational. There were no additional questions by the Board.

The Board next addressed item 4, to approve the Minutes of the October 9, 2019 regular meeting. The minutes were approved as presented.

The Board then addressed item 5, to review and approve the financial report of the District and to pay the District bills. Jerry Fusco, of TMV Tax & Bookkeeping Services LLC, the District's bookkeeper, presented the financial report for the period

ending the October 31, 2019. He reported that the cash balance for all the District's accounts was \$674,343.95. During the previous month, the District received tax receipts of \$23.79, and interest income for the month was \$900.47. The Comerica Operating Account balance was \$166,051.08 and the Texas Class account was \$508,292.87. The balance sheet and profit and loss statement, all as of the prior month-end, were also included in the financial report. He also presented the Board with the following District bills for approval and payment:

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|---|---------------|
| 1. Dean McBride (expense reimbursement)               | \$ 87.68      |
| 2. Harris County ESD No. 48 (2 <sup>nd</sup> payment) | \$ 125,000.00 |
| 3. Coveler & Peeler, P.C. (legal)                     | \$ 910.00     |
| 4. TMV Tax & Bookkeeping Services LLC (bookkeeping)   | \$ 425.00     |

After review, Motion was made by Mr. **HAWKINS**, seconded by Mr. **MCBRIDE**, to approve the financial report and approve the payment of District bills. After discussion, the Motion was approved by a vote of 3 to 0.

The Board then addressed item 6, to review and discuss setting up a District website. Ms. Pierce provided the Board with an update on the new website requirements under both the Government Code and the Tax Code. The Board then heard a brief presentation and review of a proposal submitted from Allen DeJonge with 1190 Designs. Ms. Pierce also presented the Board with a second proposal prepared by Scott Webb with DealerWebb. There was discussion by the Board with Mr. DeJonge on the layout of the website and the monthly maintenance work needed for their website. After review, Motion was made by Mr. **HAWKINS**, seconded by Mr. **MCBRIDE**, to approve engaging 1190 Designs to design, host and maintain the District's new website for a one-time setup fee of \$600.00 and a monthly charge (option 1 of the proposal) of \$50 with an additional \$10 (per month) for one (1) domain based email, pending District Counsel's review of the agreement. After discussion, the Motion was approved by a vote of 3 to 0.

There was no Closed Session under Government Code, Section 551.071.

There being no further business brought before the Board, upon Motion made the meeting was adjourned at 7:51 P.M.

  
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Secretary of the Board