

**MINUTES OF THE OCTOBER 14, 2024 MEETING OF THE  
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 10**

A Meeting was duly called of the **FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 10**, which was held on October 14, 2024, at Fairchild Fire Station, located at 8715 Fairchilds Rd., Richmond, Texas 77469.

The meeting was called to order at 7:05 P.M. by Commissioner **BRIAN SATSKY**, president.

1. A roll call of commissioners was made under Agenda Item 1, and a quorum was confirmed, with Commissioners **BRIAN SATSKY, RUSSELL STRATMAN, and RICHARD BREWER** being present. Also present were Josh Shed, Fire Chief of the Fairchild Fire Department, and Howard Katz, attorney for the District.

(a) The Pledge of Allegiance to the United States of America was recited.

(b) Approve Minutes of prior meeting(s).

The Board considered the Minutes of the September 9, 2024 meeting. After review, Motion was made by Mr. **Stratman**, seconded by Mr. **Brewer** to approve the Minutes of the September 9, 2024 meeting. During discussion, it was noted that Fairchild Fire Department Assistant Chief Fatnir Dukit was in attendance at the meeting. After discussion, the Motion was approved by a vote of 3 to 0.

2. **Public comment.** None was offered.

3. **Review and take action on District Meeting Notice posting procedures pursuant to Section 551.054, Texas Government Code, changing from filing notice of each meeting with the Fort Bend County Clerk to posting notice of each meeting on the District's Internet website, in addition to the regular physical posting of the Meeting Notices at Fairchild Fire Department, 8715 Fairchilds Rd, Richmond, Texas 77469.**

Mr. Katz explained that with the District website up and running, the District meeting notices can be posted on the website rather than with the county clerk's office. If approved, the meeting notices would be posted on the District website and at the fire station. After review, Motion was made by Mr. **Brewer**, seconded by Mr. **Stratman** to approve and authorize posting the meeting notices on the website in place of with the county clerk's office. After discussion, the Motion was approved by a vote of 3 to 0.

**4. Review and take action on award of a contract for bookkeeper services commencing December 2024.**

Mr. Katz presented the proposals received in response to a request for proposals. He said four responses were received: Clarity Consulting Corporation; Jeffrey C. McClelland, CPA; Better Bookkeepers; Gulf Coast Bookkeeping, LLC. The Board reviewed the proposals. After review, Motion was made by Mr. **Brewer**, seconded by Mr. **Stratman** to approve the proposal from Clarity Consulting Corporation. The rates are a one-time \$2,000.00 set up fee, and \$1,100.00 fee per month. Mr. Katz said he would require that an indemnification clause be removed from the proposed contract. After discussion, the Motion was approved by a vote of 3 to 0.

**5. Review and take action on District Travel Policy, effective January 1, 2025.**

This item was tabled.

**6. Receive a committee update regarding contracting with Fairchild Fire Department as the District emergency service provider, establish goals and terms of contracting and establishment of a committee and/or workshops to address relevant contract matters.**

The Board discussed this item and received confirmation from Chief Shed that the contract was acceptable. No action was taken on this item.

**7. Approve making an operations/tax anticipation loan with Amegy Bank.**

Mr. Katz reported that the loan request seems to have been approved by the bank, but no formal approval or loan terms have been received. Mr. Katz also said that he was still having some difficulty in finalizing the bank account and signature card signings. He said that he would like to meet with another bank to have a double track on opening a District depository bank account and for the \$60,000.00 loan in case Amegy Bank's account services and loan proposal are unsatisfactory. Mr. Katz suggested also pursuing an account and loan with Independence Bank. The Board concurred.

**8. Review and take action on proposed Depository Pledge Agreement with Amegy Bank.**

Mr. Katz said that Amegy Bank had presented a form pledge agreement to secure bank deposits in excess of FDIC coverage. Mr. Katz said he approved the form, where the excess deposits would be secured by Amegy Bank securities held by the Federal Home Loan Bank Corporation. After review, Motion was made by Mr. **Stratman**, seconded by Mr. **Brewer** to approve the Amegy Bank pledge agreement. After discussion, the Motion was approved by a vote of 3 to 0.

9. **Schedule future regular and special District Board meetings and workshops.**

The Board discussed that the regular second Monday meeting in November conflicted with Veteran's Day. Motion was made by Mr. **Brewer**, seconded by Mr. **Stratman** to approve the November meeting for Tuesday, November 12. After discussion, the Motion was approved by a vote of 3 to 0.

Also, Mr. **Satsky** requested that a regular agenda item be placed on the District agendas to receive an operation report from the Department. Chief Shed delivered an abbreviated report.

10. **Executive Session: None**

There being no further business brought before the Board, upon Motion made the meeting adjourned at 8:30 P.M.



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Secretary of the Board