

UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 2

AUGUST 16, 2022

7:00 P.M.

MINUTES

The regular meeting of the Upshur County Emergency Services District No. 2 Commissioners was held on August 16, 2022, at the Ore City Fire Station, 102 S. Dogwood, Ore City, Texas 75683.

- 1) **Open meeting.** The meeting was opened by Gaston DeBerry, III.
- 2) **Call to order.** Gaston DeBerry, III called the meeting to order. Prayer was led by Gaston DeBerry, III.
- 3) **Determine quorum present.** Gaston DeBerry, III determined a quorum with Tommie Whitaker, Trevor Larrington, Gregg Price, and Kenny Hankins being present.
- 4) **Read and approve minutes from the Regular meeting held July 19, 2022.** Motion was made by Kenny Hankins with a second by Gregg Price to approve the minutes as read. Motion carried 5-0. Unanimous vote in favor.
- 5) **Public comment.** Justin Hankins questioned if the Diana VFD could change their insurance to renew annually instead of quarterly. It was also brought to the attention of the Board that the Diana VFD had submitted a bill from Daco Fire Equipment requesting a check from their budget in the amount of \$17,904.84.
- 6) **Discuss and take action to set the proposed tax rate by record vote.** Motion by Kenny Hankins with a second by Tommie Whitaker to set the proposed tax rate at \$0.1000 per \$100 valuation. Motion carried 5-0. Unanimous vote in favor.
- 7) **Set hearing to adopt the budget and set the tax rate.** No action taken.
- 8) **BUDGET WORKSHOP.**
- 9) **Discuss and take action regarding mutual aid agreement with ESD #1.** No action taken.
- 10) **Discuss and take action on bond insurance for ESD #2.** No action taken.
- 11) **Discuss and take action regarding a website design for ESD #2.** Motion by Kenny Hankins with a second by Tommie Whitaker to accept the proposal submitted by Lennis Design (see attached). Motion carried 5-0. Unanimous vote in favor.

- 12) Discuss and take action regarding dispatching services for ESD #2. No action taken.
- 13) Pay the City of Gilmer for dispatching services for the month of July, 2022. Motion by Tommie Whitaker with a second by Kenny Hankins to pay the City of Gilmer for dispatching services for the month of July, 2022 in the amount of \$900.00. Motion carried 5-0. Unanimous vote in favor.
- 14) Pay bills for the Upshur County ESD #2 as submitted and approved. Motion by Kenny Hankins with a second by Trevor Larrington to pay the following bills as submitted and approved. Motion carried 5-0. Unanimous vote in favor.

Terri Ross (July Bookkeeping/Clerical) \$ 250.00

- 15) Pay the City of Ore City the amount of \$8,045.45 as the monthly installment as set out in the Contract for Fire Fighting Services. Motion by Kenny Hankins and second by Gregg Price to pay the City of Ore City in the amount of \$8,045.45 as the monthly installment. Motion carried 3-0 with Gaston DeBerry, III and Tommie Whitaker abstaining.

- 16) Pay Diana VFD the amount of \$8,636.00 as their monthly budget allotment. Motion by Tommie Whitaker and second by Trevor Larrington to pay Diana VFD the amount of \$8,636.00 as their monthly budget allotment. Motion carried 4-0 with Kenny Hankins abstaining.

Motion by Tommie Whitaker with a second by Trevor Larrington to pay Diana VFD an additional \$17,904.84 for the bill submitted to Daco Fire Equipment. Motion carried 4-0 with Kenny Hankins abstaining.

- 17) Pay New Mountain VFD the amount of \$4,022.00 as their monthly budget allotment. Motion by Tommie Whitaker and second by Kenny Hankins to pay New Mountain VFD the amount of \$4,022.00 as their monthly budget allotment. Motion carried 4-0 with Trevor Larrington abstaining.

- 18) Items to be considered for next month's agenda. Contracts, Items #7, #10, #11.

- 19) Adjournment. Motion by Kenny Hankins with a second by Tommie Whitaker to adjourn. Motion carried 5-0. Unanimous vote in favor.



Presiding Officer Signature
Title: President

Date: 9-10-12



LENNIS DESIGN, LLC - LENNISDESIGN.COM - 903.309.0030

Quote

08/15/2022 (expires in 60 days)

This document is a quote for work performed by Lennis Design, LLC for the following company/organization/stakeholder.

Terri Ross - terriynross@gmail.com
Upshur County ESD #2
P.O. Box 1241
Gilmer, TX 75644
903-843-4015

Specifics

Website to comply with Senate Bill 2 and House Bill 305

- Website - Design and implement a website to present official documents needed to comply.
 - Home / Index Page with mailing address, email address and telephone number of the ESD
 - ESD Board - Name of each board member and their official contact information
 - Election information
 - date and location of the next election
 - Requirements and deadline for filing for candidacy for an ESD board position posted at least one year before the election day
 - Budget information
 - Previous two years
 - Proposed or adopted budget for the current year
 - Change in the amount of the ESD's budget from preceding year to current year by both dollar amount and percentage
 - Tax information

- Amount of property tax revenue budgeted for maintenance and operations for the current year and previous two years
- Tax rate for maintenance and operations adopted by the ESD for the current year and previous two years
- Tax rate for debt service adopted by the ESD for the current year and previous two years
- Most recent financial audit of the ESD
- Board Meetings
 - Agendas
 - Minutes
- Calendar with upcoming board meetings and other pertinent events

Cost / Timeframe

Development Cost:	Total \$1500* see billing details below
Timeframe:	30-days (with customer time commitment)
Monthly Infrastructure:	\$60 per month (yearly payment = 1 free month)*
Customer Time Commitment:	3 meetings x 2 hours each (6 hours total)

All pricing is subject to sales tax unless customer has charity or non-profit status.

*** Billing Details** - Due to the special nature of this organization, the billing of this project will be as follows:

- All inclusive Billing: Rather than billing piecemeal for each item separately (design, infrastructure), all billing will be made in a single invoice after all services are in place.
- Yearly Billing: Each year on October 1st billing for the entire year will be generated and submitted for payment.
- Initial Billing:
 - Design and implementation of new web site: **\$1500**
 - 1 year of infrastructure (12 months for the price of 11) **\$880**
 - Domain registration / management: **\$25** per year (UpshurESD2.com)
 - **Total initial billing: \$2405**

Monthly Infrastructure

Once your website is live you will have the option of these infrastructure levels to support and maintain your online presence.

Silver - \$40 per month

- Cloud support on Google Cloud Environment (same infrastructure as Google, the #1 site on the Internet; Highest Performance coupled with scalability from 1 - 1 million users; 10Gbit speed)
 - Hosting - server, SSL using 256-bit encryption, bandwidth redundancy, nightly backups
- Uptime Monitoring - every 5 minutes
- Anti-Spam Monitoring
- Monthly Maintenance of server / software / security updates
- Only pay for site updates when requested (½ hour minimum)

Gold - \$80 per month

- Includes all features of Silver plan plus ...
- Up to 1 hour of web design work each month - can be stacked and used up to 6 months (6 hours total) and includes scheduling priority

Platinum - \$120 per month - 6 month commitment

- Includes all features of Gold & Silver plans plus...
- Comprehensive Monthly SEO reporting to find out how your online presence matches up
 - Initial Keyword research to determine high value / low competition keywords
 - Location Summary
 - Rank Checker
 - Local Search Grid (Google Maps / Local Pack)
 - Citation Tracker
 - Reputation Manager
 - Google My Business Reporting
 - Local Search Audit Report
 - Google Analytics
 - Social Platforms Report

Add ons:

- Logo - Design a high quality vector based scalable logo to represent the company in all applications (web, print, banners, social media) and orientations (portrait, landscape, icon). \$750
- Google GSuite domain branded email \$6 per month per user
- Domain Registration / Management \$25 per year
- Promotional Video Production \$300 per video (includes 2 hours onsite plus 2 hours of editing)
- Additional web design work \$75 per hour upon customer approval
- SEO - For businesses just starting out on the Internet, adding Search Engine Optimization will help improve your search rankings and comes with a monthly report showing how you're doing. Starts at \$200 per month
- Citation Building - Adding Internet listings to build credibility and establish local search basis - \$5 per citation
- Social Media Management - Regular (6 days per week) adding pertinent content to help grow your social media presence. Starts at \$200 per month to post to FaceBook, Twitter and LinkedIn with inspirational posts on Sunday

Standards

- Industry standard building blocks to be utilized (WordPress CMS, themes, plugins, etc.) with a focus on content quality and standardization rather than proprietary frameworks
- 100% guaranteed content delivery on mobile, tablet and desktop computers
- Discrete LD branding in footer of site
- 100% Ownership of design work, site content, etc. for transfer or copyright belongs to customer - any expenses related to theme purchase, artwork licensing is included with quote
- After launch, full administrative access will be given to Customer to continue adding content

Get Started

To get started, simply eSign this quote

Thanks for your business,

Customer

date

Robert Brown
Lennis Design, LLC

date

DACO FIRE EQUIPMENT
 201 AVE R
 PO BOX 5006
 LUBBOCK, TX 79408
 806-763-0808

Statement

Date
8/1/2022

To:
DIANA VFD TRAVIS ZAPPA PO BOX 401 DIANA TX, 75640

		Amount Due	Amount Enc.		
		\$19,250.07			
Date	Transaction	Amount	Balance		
06/06/2022	INV #28288. Due 07/06/2022. Orig. Amount \$437.27.	437.27	437.27		
06/06/2022	INV #28609. Due 07/06/2022. Orig. Amount \$907.96. IFTRF3DT6NED13720 / NEW SKID UNIT INSTALL	907.96	1,345.23		
07/15/2022	INV #28541. Due 08/14/2022. Orig. Amount \$7,776.73.	7,776.73	9,121.96		
07/26/2022	INV #28625. Due 08/25/2022. Orig. Amount \$10,128.11. PUMP REBUILT	10,128.11	19,250.07		
<p><i>Need check for 10,128.11</i></p> <p><i>Like to Add 7776.73 if possible</i></p> <p><i>for Total 17,904.84</i></p>					
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
17,904.84	1,345.23	0.00	0.00	0.00	\$19,250.07