

1. Establish quorum and call to order: President D. McJunkin established a quorum and called the meeting to order at 8:08am. Other Commissioners present were: B. Warren, K. Stacy, and T. Kuykendall. Commissioner E. Krenek was absent. District resident present was Mr. Terry Geick. District employees in attendance were: Brandi Crone, Business Manager; Karol Bone, Administrative Assistant; Chief Herc Meier; and Assistant Chief Wade Goates. Consultants in attendance were: Kaye Townley and Anthony Lasky both with Municipal Accounts and Consulting, District bookkeeper; and Regina D. Adams with Radcliffe Bobbitt Adams Polley PLLC (“RBAP”), District general counsel.
2. Oath of Office for firefighters and captains: Commissioner K. Stacy administered the oath of office first to Captains Kresta and Helms followed by Firefighters Lee, Maldonado, Mendoza and Stein.
3. Public Comment: Mr. Geick addressed the Board and presented each Commissioner with a copy of documents related to his continued request to be de-annexed from the District.
4. Review and approve minutes from the August 19, 2019 Tamarron Community Forum, August 20, 2019 meeting, September 3, 2019 meeting/public hearing and September 10, 2019 meeting: Commissioner B. Warren motioned to approve all minutes with a correction to the August 20, 2019 minutes regarding agenda item #13 to state “FBC has rescinded its request for the 12-acre property”; Commissioner T. Kuykendall seconded the motion; all voted AYE, motion passed.

Take item #6 out of order.

6. Bookkeeper’s Report, including authorize payment of bills: K. Townley presented the Bookkeeper’s Report and stated that the District has collected 99.42% of the 2018 ad valorem taxes. Ms. Townley stated that she and Ms. Crone are working on the budget and reclassification of accounts for 2019 and 2020. Commissioner B. Warren motioned to accept the Bookkeeper’s Report as presented and authorize the payment of bills as presented; Commissioner K. Stacy seconded the motion; all voted AYE, motion passed.
5. District Real Estate and Construction Matters:
 - a. Review and approve Lease Agreement with Fulshear Simonton Fire Department (“FSFD”) for Station 1: Ms. Crone began by stating that during the prior fiscal year audit preparation, Natalie Ridley, the District’s auditor, inquired regarding the need for a formal lease between the District and FSFD. Chief Meier stated he had not had an ample opportunity to review the proposed lease. The item was tabled until the October Board meeting. Commissioner Warren asked Ms. Crone to check with other districts to see how they handle the issue.
 - b. Status of EOC and Fire Training Facility design and construction: Chief Meier stated he had spoken with BRW Architects (“BRW”) about the detention area and the civil

drawings and stated that they should be submitted to FBC by September 27, 2019 and to Brookstone by October 1, 2019. Commissioner T. Kuykendall asked if BRW would provide some type of “coming soon” signage to indicate what is being built at that location. Ms. Crone responded that they do normally provide signage for their construction sites.

- c. Review options for disposition of District property on FM 1093: This item was suspended until after executive session.
 - d. Review future station locations: Chief Meier stated he had nothing new to report.
 - e. Status of acquisition for future Station #4 site: Chief Meier reported that Cross Creek Ranch ("CCR") is preparing the necessary transactional documentation. Chief Meier added that CCR anticipated providing the documentation to the District within 45 days of the date of the August Board meeting, which leaves approximately 2 weeks remaining. Ms. Adams suggested appointing a real estate committee to negotiate the contract and work with administration on the matter. She added that the item would need to be considered at the October Board meeting.
 - f. Status of design to replace Station 1 and new Station 4: Chief Meier stated he is still working on the RFQ's and Ms. Crone reported they had met with Randall Scott from the Dallas area and reviewed previous fire station projects Randall Scott had designed and completed. Ms. Adams provided a memorandum with regard to the various available construction delivery methods. After a brief discussion, Ms. Crone stated that Commissioners Warren and McJunkin are on the building committee. Commissioner Stacy stated she would be interested in being on the real estate committee.
7. Adopt Order Adopting 2019 Tax Rate: Commissioner K. Stacy made a motion to adopt a \$0.10/\$100.00 valuation tax rate for 2019 and read the following statement: “I, Kim Stacy, make a motion that we approve the \$0.10 tax rate for 2019. I appreciate all of the taxpayers who attended the Public Hearings and voiced their opinions regarding the tax rate, however, I believe based on the rapid growth we are experiencing including the pressing need for additional stations on the north and east sides of our district not to mention the immediate sub-stations and EOC we are currently working on that it's only prudent to keep the same tax rate. Our taxpayers in the north and east sides of our district deserve the same quality of service that our taxpayers along the 1093 corridor in Fulshear currently receive.

With property taxes being our sole source of funding as we do not have the benefit of sales tax, and knowing the cost of additional stations, manpower and equipment necessary for the additional facilities, I feel this is our only option to be able to serve this district.”

Commissioner T. Kuykendall also read a statement to the Board and excerpts from his statement follow:

“1. We had several comments about our tax rate this year. We have an obligation to look out for the taxpayers, but we are also charged with developing and maintaining an excellent fire department to protect our communities. It will be imperative moving forward that we develop strategic communication methods and processes to insure

accurate and pertinent information will be readily available to the public and continually reminder the public that Brandi can be reached anytime to answer their questions.

2. What are the facts influencing our tax rate:

- a. High growth rate
- b. Were kicked out of the station on FM 1463 – Created immediate need
- c. Keep pace with growth
- d. Experienced Hurricane Harvey and the Department has adapted based on lessons learned with additional rescue vehicles.
- e. We have to look ahead and can't be behind the curve
- f. Constructing 2 to 4 stations in the near future
- g. SB 2 from the 2019 Legislative Session – Reduces revenue growth rate from 8% to 3.5%
- h. Impacts of SB 2 are not fully understood.

3. Considering all the factors we have before us, I believe we should maintain the allowed ESD rate of \$0.10/\$100 valuation for 2019. "

Commissioner Kuykendall also suggested hiring a financial analyst or strategic planner to assist in the District's long range plans. Commissioner B. Warren seconded Commissioner Stacy's motion to adopt a \$0.10/\$100.00 valuation tax rate for 2019; all voted AYE, motion passed.

8. Status of updates to District website and use of District emails: Commissioner McJunkin began by stating that several changes had been made on the District's website including the addition of all 2019 Agendas and Minutes. Ms. Crone reported she is working with a photographer to take pictures of the stations and staff to add to the website. Ms. Crone added that she is working with Ms. Adams on a checklist of newly-required items for the website to ensure the District is compliant. Ms. Adams, addressed the use of private devices being used for District business in light of Senate Bill 944 and stated that compliance with the new law would be made easier if only District email was used for District business, and the use of text message was eliminated. Ms. Adams also suggested possibly adding email addresses to the District website for direct contact to the Commissioners by the public. She also stated there should be a clear reference on the website that the website is that of ESD #4.
9. District Administration Report: Ms. Crone reported that she met with Ms. Townley, and she and Chief Meier had met with the District's attorney. Ms. Crone said that she and Ms. Townley are still working on changes to the chart of accounts and capital outlay. Ms. Crone said she is working with Life Scan to get the department on the schedule before the end of the year. She also reported that the District is still going through the hiring process during the current week and the following week and would be adding captains and firefighters. She reminded everyone about the pinning ceremony on

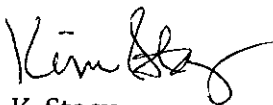
Friday, September 20 and asked for RSVPs. Ms. Crone ended her report with noting the public information requests received from Mr. Dowdall and Ms. Surlan.

10. Fire Chief Run Report: Chief Meier reported there was a total of 223 calls for the month of August with Station 3 handling 141 calls and Station 1 receiving 82 calls. Chief added that the new display board should be arriving later in the day and that the repair to the front wall was successful and is no longer leaking. Chief Meier also stated that the Fire Marshall has posted a notice on the Fort Bend County website regarding the burn ban.
11. Adjourn to Executive Session to discuss matters concerning pending or contemplated litigation, consultation with attorney, real property, or personnel, as authorized pursuant to Texas Government Code, Section 551.071, et seq: The Board adjourned to executive session at 9:42am and reconvened to general session at 10:34am.

Commissioner T. Kuykendall made a motion to authorize staff to proceed with a feasibility study working with BRW for the site of Station 1, looking at conceptual designs and layouts while considering easements on both the current site and the 6 acre site off FM 359 the cost of which shall not exceed \$20,000; Commissioner B. Warren seconded the motion; all voted AYE, motion approved. Commissioner K. Stacy motioned to authorize an amendment to the Master Plan regarding the 46 acres on FM 1093; Commissioner T. Kuykendall seconded the motion; all voted AYE, motion passed.

12. Adjourn: Commissioner K. Stacy motioned to adjourn the meeting; Commissioner B. Warren seconded the motion; all voted AYE, motion passed. The meeting was adjourned at 10:41am.

Passed and approved this 15 day of October, 2019.



K. Stacy
Secretary, Board of Commissioners