

1. Establish quorum and call to order: President D. McJunkin established a quorum and called the meeting to order at 8:00am. Other Commissioners present were: K. Stacy, T. Kuykendall, E. Krenek and R. Pechukas. 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 of Municipal Accounts and Consulting (“MAC”), District Bookkeeper; Regina Adams of Radcliffe Bobbitt Adams Polley PLLC (“RBAP”), District general counsel; and Bill Blich of Blich Associates, District Financial Advisor. Other guest in attendance was Howard Katz.
2. Public Comment: None.
3. Minutes from the January 21, 2020 meeting and February 6, 2020 special meeting: Commissioner Stacy motioned to approve the January 21, 2020 minutes, as presented; Commissioner Pechukas seconded the motion; all voted AYE, motion passed. Commissioner Krenek motioned to accept the February 6, 2020 minutes, as presented; Commissioner Kuykendall seconded the motion; Commissioner Stacy asked that the minutes be revised, as discussed; all voted AYE, motion passed.
4. District Real Estate and Construction Matters:
 - a. Status of EOC and Fire Training Facility design and construction: Ms. Crone stated she has not received any updates yet from BRW Architects or Brookstone.
 - b. Future station locations: Nothing new to report.
 - c. Site acquisition for future Station 4 site: no update.
 - d. Acquisition/installation of the Draeger Training System and the Affordable Training Tower: Chief Meier reported he is obtaining pricing for the pad for the training tower and security fencing and should have bids by the March Board meeting. Chief Meier added that the City of Fulshear does require a site plan for the project and noted that delivery for the Draeger system is 180 days.
5. Bookkeeper’s Report, including authorize payment of bills: Ms. Townley noted that a corrected Bookkeeper’s Report was placed in Dropbox the prior evening. Ms. Townley also advised that MAC is updating QuickBooks for the upcoming audit. Ms. Townley then presented the Bookkeeper’s Report and Commissioner Stacy asked about the debt service schedule on page 16 and Commissioner Krenek asked if the Board could see the total amount of debt owed. Ms. Crone responded that she would review such matter later in the Board meeting. Commissioner Stacy then asked Chief Meier about the invoice from Overhead Doors and if continued repairs to same is the best option and if the issues with the current doors had been considered in the design of the new station. Chief Meier responded that, presently, it would not be cost effective to make any major modifications at Station 3 but that the door design at the new station will be different. Commissioner Stacy motioned to accept the Bookkeeper’s Report and List of Bills, as presented; Commissioner Kuykendall seconded the motion; all voted AYE, motion passed.

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11. Fort Bend County Appraisal District (“FBCAD”) investigation on prior years’ taxation of a portion of the Tamarron subdivision area: Ms. Adams began by stating she spoke with Mr. Joe Longoria, FBCAD’s attorney, after the February 6 Board meeting at which time he told Ms. Adams he was not aware of the omitted account issue until a couple of days prior to the February 6 Board meeting. Ms. Adams noted that Mr. Longoria also stated that FBCAD has not yet determined how the error/omission was made and that it is possible FBCAD may not be

able to determine how it occurred. Ms. Adams noted that it is most important that this does not happen again when properties are added in the District. Ms. Adams stated that Mr. Longoria noted that FBCAD is developing measures to aid in ensuring that annexing districts can easily provide annexation documents to FBCAD. Ms. Adams added that Mr. Blich may also serve to assist in alleviating this problem in the future with helping to confirm that properties are properly coded to the District. Ms. Crone explained the steps taken in the Tamarron annexation and that Mr. Katz followed all steps and procedures in place at that time. Commissioner Kuykendall stated that GIS mapping could be overlaid with this information and will get with Ms. Crone to see how to accomplish this. Commissioner McJunkin also stated the District should have Mr. Blich perform an audit to confirm what properties are coded to the District with FBCAD. Ms. Adams concluded by stating that Mr. Longoria said once FBCAD has an answer they would come back and present their findings to the Board. Ms. Adams said that if the District has no additional information by the March Board meeting then the Board could determine that no action can be taken so it is documented.

Mr. Katz exited the meeting at this time.

6. Financing options for partial construction costs of EOC and Fire Training Facility: Ms. Crone asked the Commissioners to consider financing a portion of the construction costs, paying half out of the District's funds and finance the remaining amount. Ms. Crone noted that, in reviewing the current debt service schedule, an option is to pay the two outstanding loans off and with the growth of the District, in the future pay cash for apparatus and finance stations. Ms. Crone stated that this structure will be reviewed with Mr. Blich for his feedback. Ms. Crone stated that the District will obtain quotes from previous lenders and will ask for term options on 10, 15, and 20 year loans. Ms. Crone added that Mr. Blich would be able to assist with obtaining financing and possibly lower interest rates from other lenders. Commissioner Krenek asked Chief Meier to provide the Board with information on the potential for future apparatus purchases as those purchases could impact the Board's decision.
7. Tax Exemption Study from Blich Associates: Mr. Blich reviewed with the Board the Tax Exemption Study for the District. Commissioner Pechukas stated he believes the District should offer some tax exemption, but start small and gradually increase and he believes the District should show the Legislature that it is attempting to help the taxpayers and the District could start with an Over 65/Disabled tax exemption.
8. Order Determining Ad Valorem Tax Exemptions: Commissioner Kuykendall motioned to adopt the Order Determining Ad Valorem Tax Exemptions and set an over 65/diabled tax exemption of \$10,000; Commissioner Pechukas seconded the motion and discussion followed. Commissioner Krenek asked Ms. Crone if information is available as to what other exemptions other ESDs offer. Ms. Crone reported on the historical information that she had from the FBC Tax Assesor for the previous tax year. Commissioner Pechukas remarked that his office has received requests for tax rate cuts and feels that something is better than nothing. Commissioner Stacy stated the District is still in growth mode and she does not believe this is the right time to offer exemptions, as the District does not receive sales tax revenue, so ad valorem taxes are the only source of income to the District. She said the ESD will be building more stations in the near future, and along with the construction program comes hiring additional staff and purchasing apparatus for each station. Commissioner Krenek stated he believed the District should at least offer minimal tax exemptions. Commissioner Kuykendall agreed and asked that Section 2 be removed from the proposed order. The Commissioners then voted; 4 AYES, 1 NO by Commissioner Stacy, motion passed.

9. Resolution Authorizing Petition Challenging Appraisal Records for 2020: Ms. Adams explained the purpose of the resolution and the situations under which the District may have the Fort Bend County Tax Assessor challenge appraisal records on its behalf. Ms. Adams added that the resolution should be adopted annually. Commissioner Pechukas motioned to approve the Resolution Authorizing Petition Challenging Appraisal Records for 2020, as presented; Commissioner Krenek seconded the motion; all voted AYE, motion passed.
10. Resolution Implementing Penalty for Delinquent 2019 Taxes, including Section 33.11, Texas Tax Code, and Contracting with Attorneys to Collect Delinquent Taxes: Ms. Adams explained this resolution should also be adopted annually and it provides the authority to implement and collect the 20% penalty on delinquent taxes. Commissioner Pechukas motioned to approve the Resolution Implementing Penalty for Delinquent 2019 Taxes, including Section 33.11 Texas Tax Code, and Contracting with Attorneys to Collect Delinquent Taxes, as presented; Commissioner Kuykendall seconded the motion; all voted AYE, motion passed.
12. Fort Bend County Dispatch Consultants Report: Ms. Crone stated she had a request to include this item on the agenda for a review of the findings. Commissioner Pechukas reported that this study had been commissioned by the Fort Bend County Commissioner's Court due to the number of complaints regarding responses to 911 calls. Commissioner Pechukas stated that, currently, 911 dispatch is under the control of the Fort Bend County Sheriff's Office and there is one dispatch for fire, one dispatch for EMS and multiple dispatches for police and Sheriff's Office. Chief Meier reported this has been an issue for fire and EMS for some time and the Fort Bend County fire chiefs and Fire Marshal have been working to try to resolve the problem. It was noted that fire departments require more from dispatch, and as the District grows, its needs from dispatch evolve. Chief Meier provided a history of the Fulshear 911 system. Commissioner Pechukas discussed the cost of dispatch if the service were transferred to a third party provider, such as the Cypress Creek Emergency Medical Service Communications Center, which is who Fort Bend County ESD #2 changed to.
13. Proposal from BD Commercial Real Estate Brokers: Commissioner McJunkin began by stating that Mr. Brad Dill's, of BD Realty, presentation did not go as as hoped. Ms. Crone stated she has spoken with Mr. Dill and he stated it was not his best presentation. Ms. Crone reported she has spoken with other ESD's that have used his services and they had no complaints. Commissioner Krenek asked Ms. Adams if she had any other recommendations. Commissioner Stacy stated that the District needs to engage a commercial real estate broker now and one who has had success in the past. Commissioner Krenek asked if the District could go back and offer paying his hourly rate but if the potential purchase goes through to fruition that it be credited toward his commission. Ms. Adams noted that the services outlined in Exhibit A in Mr. Dill's proposed agreement goes beyond the services most brokers would provide. Ms. Adams suggested going back to Mr. Dill to clearly delineate what services are commission-based and what services are hourly-based. It was noted that the agreement should also include a requirement that if/when the District negotiates and closes its own real estate transactions, that there be no expectation of commission by Mr. Dill. The Commissioners were amenable to these revisions.
14. District Administration Report: Ms. Crone reported that the SAFE-D Conference begins Thursday and per diem checks are included in the bill payments. Ms. Crone added that if anyone is driving their personal vehicle they may submit an expense report for mileage reimbursement.

15. Fire Chief Run Report: Chief Meier reported there was a total of 209 calls for January. Station 1 had a total of 68 and Station 3 had 141 calls and 40% of the total calls were in the area that would be Station 4.
16. 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: none.
17. Adjourn: Commission Pechukas motioned to adjourn the meeting; Commissioner Stacy seconded the motion; all voted AYE, motion passed. The meeting was adjourned at 10:11am.

Passed and approved this 17th day of March, 2020.

T. Kuykendall Thomas C Kuykendall Jr
Secretary, Board of Commissioners

(District Seal)

