

**MINUTES OF MEETING OF THE
BOARD OF COMMISSIONERS**

AUGUST 31, 2021

THE STATE OF TEXAS §
COUNTY OF FORT BEND §
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 4 §

The Board of Commissioners (the "Board" or the "Commissioners") of Fort Bend County Emergency Services District No. 4 (the "District") met in regular session, open to the public, at 30626 Fifth Street, Fulshear, Texas 77441, the regular meeting place of the District, on Tuesday, August 31, 2021, at 8:00 a.m.; whereupon, the roll was called of the members of the Board, to-wit:

Daniel McJunkin	President
Ed Krenek	Vice President
Tommy Kuykendall	Secretary
Kim Stacy	Treasurer
Robert Pechukas	Assistant Secretary/Treasurer

All members of the Board were present, thus constituting a quorum. Also attending the meeting were: Fire Chief Herc Meier, Ms. Brandi Crone, Chief Operations Officer, Assistant Chief Wade Goates, and Ms. Karol Bone, employees of the District; Ms. Regina D. Adams and Ms. Sholeh Abedinzadeh (via teleconference), attorneys, and Ms. Raechel Rodriguez (via teleconference), legal assistant, of Radcliffe Bobbitt Adams Polley PLLC (the "Attorney" or "RBAP"), attorneys for the District; Mr. Chad Nesvadba, P.E. of Huitt-Zollars, Inc. ("Huitt-Zollars" or "Engineer"), District engineering consultant; Mr. Bill Blich (via teleconference) of Blich Associates, Inc. ("Blich"), financial advisor to the District; and Messrs. Robbie Loyall and Chris Majors of AG|CM.

WHEREUPON, the meeting was called to order at 8:00 a.m. and evidence was presented that public notice of the meeting had been given in compliance with the law. The posted notices of the meeting are attached hereto.

PUBLIC COMMENT

There were no public comments.

DISTRICT REAL ESTATE, DESIGN AND CONSTRUCTION MATTERS

FUTURE STATION LOCATIONS, RELATED APPRAISALS, SURVEYS AND OTHER DUE DILIGENCE MATTERS

Ms. Adams recommended this item be discussed during Executive Session.

REVIEW AND APPROVE RIGHT OF ENTRY WITH NORTH FORT BEND WATER AUTHORITY FOR ACCESS TO STATION 3 PROPERTY

Ms. Adams reviewed with the Board correspondence from North Fort Bend Water Authority ("NFBWA") requesting access to the District's Station No. 3 property for the preliminary site review for ultimately constructing a surface water line and the related Acknowledgement of Receipt and Right-of-Entry Notification and Right of Entry Agreement. Ms. Adams stated that her office has not yet reviewed the Right of Entry Agreement.

Upon motion by Commissioner Pechukas, seconded by Commissioner Krenek, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Right of Entry Agreement with NFBWA, subject to RBAP review.

REVIEW DRAFT FISCAL YEAR ENDING ("FYE") DECEMBER 31, 2022 BUDGET ("2022 BUDGET")

Ms. Crone presented to and reviewed with the Board the proposed 2022 Budget. Ms. Crone stated the anticipated 2021 ad valorem tax revenue line item of \$9,528,762 is conservatively based on a 98% collection rate, although in previous years, the District typically has had a collection rate greater than 100%. Ms. Crone noted the uncertified 2021 values for properties still under protest. Ms. Crone further reviewed the logistics expense line items and noted that the administrative expenses included recruitment of two (2) chiefs.

Chief Meier reviewed with the Board the operational expense line items extensively. In response to a question regarding the First Responder expense line item, Chief Meier stated that Cross Creek Ranch ("CCR") station will house first responders during FYE December 31, 2022.

Upon motion by Commissioner Pechukas, seconded by Commissioner Krenek, after full discussion and the question being put to the Board, the Board voted unanimously to approve the 2022 Budget.

REVIEW 2021 CERTIFIED VALUES AND ANTICIPATED COLLECTION RATE

Mr. Blich next reviewed with the Board the 2021 Effective Tax Rate Report. Mr. Blich reported the 2021 certified taxable values for the District is \$10,287,294,889 which is an approximate \$1.1 billion increase from the 2020 tax year.

DISCUSS PROPOSED 2021 TAX RATE AND HEAR FINANCIAL ADVISOR'S RECOMMENDATION REGARDING SAME

Mr. Blich indicated that the Fort Bend County Tax Assessor-Collector utilized a 100.38% collection rate to perform the tax rate calculations. Mr. Blich further recommended the District propose a \$0.10 per \$100 assessed valuation tax rate for 2021, allocating \$0.007301 for debt service and \$0.092699 for operations and maintenance which is higher than the voter approval rate but below the de minimis rate. A discussion ensued regarding the proposed tax rate.

Upon motion by Commissioner Krenek, seconded by Commissioner Kuykendall, after full discussion and the question being put to the Board, the Board voted unanimously to propose a total tax

rate of \$0.10 per \$100 assessed valuation consisting of \$0.007301 for debt service and \$0.092699 for operations and maintenance.

SET PUBLIC HEARING(S) REGARDING AND AUTHORIZE PUBLICATION OF PROPOSED 2021 TAX RATE

A discussion ensued regarding setting a public hearing and authorizing publication of the proposed 2021 tax rate.

Upon motion by Commissioner Pechukas, seconded by Commissioner Kuykendall, after full discussion and the question being put to the Board, the Board voted unanimously to set the public hearing regarding the 2021 tax rate for September 21, 2021 at 8:00 a.m. and authorize publication of the proposed 2021 tax rate in the *Fort Bend Herald*.

Mr. Blich exited the meeting at this time.

DISTRICT ADMINISTRATIVE REPORT

Ms. Crone next presented and reviewed with the Board the District Administrative Report. Ms. Crone stated four (4) firefighters are being evaluated for promotion to Captain. A discussion ensued regarding firefighters and staffing. Ms. Crone also noted that the District received publicity as its fire trucks were featured on a local television news report.

Commissioner Pechukas added that District representatives also attended Food Truck Friday.

FIRE CHIEF RUN REPORT

Chief Meier reported that there were 294 calls in July. Chief Meier informed the Board that Fort Bend County (the "County") very recently requested to borrow the District's high water vehicle so that the County has additional resources to assist in Hurricane Ida rescue operations in Louisiana. An extensive discussion ensued.

CONVENE IN EXECUTIVE SESSION

Commissioner McJunkin then stated that the Board would be going into Executive Session at this time to discuss real estate matters.

All meeting attendees, with the exception of all members of the Board present, Ms. Adams, Ms. Abedinzadeh (via teleconference), Ms. Rodriguez (via teleconference), Chief Meier, Ms. Crone, Ms. Bone and Mr. Nesvadba exited the meeting at 8:44 a.m.

Pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended, specifically Sections 551.071 and 551.072 regarding attorney-client privilege and real estate matters, Commissioner McJunkin convened the Board into Executive Session at 8:45 a.m. The persons present in the Executive Session at various times were Commissioners McJunkin, Krenek, Stacy, Kuykendall and Pechukas, Chief Meier, Ms. Crone, Ms. Bone, Mr. Nesvadba and Ms. Adams. Ms. Abedinzadeh and Ms. Rodriguez attended via teleconference.

RECONVENE IN OPEN SESSION

All meeting attendees still present re-entered the meeting at 9:07 a.m. and Commissioner McJunkin reconvened the meeting in open session, at which time the Board took no action.

FUTURE STATION LOCATIONS, RELATED APPRAISALS, SURVEYS AND OTHER DUE DILIGENCE MATTERS

Mr. Nesvadba then presented the Texas Department of Transportation driveway permit for the Central Station site to the Board.

Mr. Nesvadba exited the meeting at this time.

RECEIVE PRESENTATION FROM AG|CM REGARDING PROJECT MANAGEMENT SERVICES

Mr. Majors gave a presentation to the Board regarding the background and qualifications of AG|CM in connection with project management services. Mr. Majors noted that 95% of AG|CM clients are governmental entities. A discussion ensued and Mr. Majors answered various questions from the Commissioners and Chief Meier. In response to a question, Mr. Majors assured the Commissioners that AG|CM would not bill 40 hours per week for its services. Mr. Majors also assured the Board that AG|CM would not interfere with Martinez Architects' role in District projects.

FIRE CHIEF RUN REPORT (CONT.)

A discussion ensued regarding whether or not an emergency meeting is required to authorize loaning the high water truck to the County. It was the consensus of the Board that Chief Meier would make the necessary determination with regard to such matter.

There being no further business to come before the Board the meeting was adjourned at 10:23 a.m.

RECONVENE IN MEETING

Commissioner McJunkin then reconvened the meeting at approximately 10:24 a.m.

In response to a question from Ms. Adams, the Board requested an agenda item to request qualifications for project management services the September 21, 2021 Board meeting.

There being no further business to come before the Board the meeting was adjourned at 10:25 a.m.

PASSED, APPROVED, AND ADOPTED this 21st day of September, 2021.


Secretary, Board of Commissioners

(DISTRICT SEAL)

