

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

APRIL 4, 2022

**THE STATE OF TEXAS
COUNTY OF FORT BEND**

FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 4

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The Board of Commissioners (the "Board" or the "Commissioners") of Fort Bend County Emergency Services District No. 4 (the "District") met in special session, open to the public, at 30626 Fifth Street, Fulshear, Texas 77441, the regular meeting place of the District, on Monday, April 4, 2022, at 8:30 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, except Commissioners McJunkin and Pechukas, thus constituting a quorum. The following District employees were in attendance: Fire Chief Herc Meier; Ms. Brandi Crone, Chief Operations Officer ("COO"); Assistant Chief Wade Goates; and Ms. Karol Bone, Administrative Assistant. Also in attendance was Ms. Raechel Rodriguez (via teleconference), legal assistant, of Radcliffe Bobbitt Adams Polley PLLC (the "Attorney" or "RBAP"), attorney for the District.

WHEREUPON, the meeting was called to order at 8:31 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.

APPROVE CONSENT AGENDA

The Board reviewed the items reflected on the Consent Agenda. Commissioner Krenek explained that this portion of the agenda deals with routine matters of the Board, and that no separate discussion of such items would occur unless a Commissioner or a member of the public requests that an item be moved to the regular portion of the agenda.

Upon motion by Commissioner Kuykendall, seconded by Commissioner Stacy, after full discussion and the question being put to the Board, the Board voted unanimously to approve or authorize the item(s) on the Consent Agenda, as follows:

1. Sourcewell Cooperative;
2. National Cooperative Purchasing Alliance;
3. The Interlocal Purchasing System; and
4. Purchase of file and storage systems from Southwest Solutions with pricing through Sourcewell Cooperative.

DISTRICT REAL ESTATE, DESIGN AND CONSTRUCTION MATTERS:

CENTRAL STATION AND FIRE TRAINING FACILITY CONSTRUCTION

Ms. Crone reported that the Fort Bend County Environmental Health ("FBCEH") conducted another inspection at the Central Station and allowed ten (10) days to submit variance requests. Ms. Crone stated that Norex Engineering, Inc. will be working on four (4) variance requests for submission to FBCEH.

Ms. Crone noted that the Certificate of Substantial Completion was dated by BRW Architects as March 2, 2022 which begins the one year warranty period on the Central Station Construction. Commissioner Krenek inquired as to why the warranty period has begun when the Central Station is not occupiable. Ms. Crone indicated Brookstone's position is that the permitting issues with FBCEH are out of their control and therefore Brookstone considers the project complete. An extensive discussion ensued regarding the obligation to obtain permits under the terms of the design and construction agreements for the Central Station. Commissioner Krenek requested RBAP review the design and construction agreements for the Central Station and determine which entity was responsible for obtaining permits from FBCEH. The Commissioners agreed that the warranty period should not begin until Central Station is occupiable.

Ms. Crone next presented to the Board a proposal from Panel Tech, Inc. ("PTI") in the amount of \$64,305.00 for the installation of surface workstation tops, panels and cabinets. Ms. Crone noted that quartz countertops were approximately \$10,000.00 more than the solid surfaces. A discussion ensued regarding the longevity of various materials, including quartz and granite. The Commissioners agreed that it would be more cost effective to utilize longer lasting materials and requested Ms. Crone inquire with PTI about the costs of using granite or quartz. Upon motion by Commissioner Stacy, seconded by Commissioner Kuykendall, after full discussion and the question being put to the Board, the Board voted unanimously to accept the proposal from PTI for an amount not to exceed \$75,000.00 subject to the inquiries presented.

There being no further business to come before the Board the Board meeting was adjourned at 8:56 a.m.

PASSED, APPROVED, AND ADOPTED this 19th day of April, 2022.

(DISTRICT SEAL)


Secretary, Board of Commissioners

