

1. Establish quorum and call to order: President D. McJunkin established a quorum and called the meeting to order at 8:01am. Other Commissioners present were: K. Stacy, E. Krenek, T. Kuykendall 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 Regina Adams of Radcliffe Bobbitt Adams Polley, LLC (“RBAP”), District General Counsel and Kaye Townley of Municipal Accounts and Consulting (“MAC”), District Bookkeeper.
2. Public Comment: None.
3. Minutes from the April 21, 2020 meeting: Commissioner Stacy motioned to approve the minutes as presented, Commissioner Kuykendall seconded the motion; all voted AYE, motion passed.
4. Bookkeeper’s Report, including authorize payment of bills: Ms. Townley presented the Bookkeeper’s Report and explained there was an expense line item added to track COVID-19 expenses. Ms. Crone added that there would be some adjustment to such line item as time goes on. Ms. Crone also added that there is a copy of the quarterly Investment Report in the Dropbox. Commissioner Kuykendall motioned to accept the Bookkeeper’s Report, as presented, including authorizing the payment of bills, Commissioner Pechukas seconded the motion; all voted AYE, motion passed.
5. Request extension from Fort Bend County (the “County”) Commissioner’s Court for submission of Fiscal Year Ended December 31, 2019 Audit the (“Audit”): Commissioner Pechukas motioned to authorize requesting an extension for submission of the Audit to the County, Commissioner Stacy seconded the motion; all voted AYE, motion passed.
6. Confirm annual renewal of Agreement with the County Tax Assessor/Collector for the collection of the District’s ad valorem taxes: Ms. Crone reported that this is an annual item and the agreement currently in place has an automatic renewal for the next tax year. Commissioner Kuykendall motioned to confirm continuation of the agreement with the County Tax Assessor/Collector for the collection of the District’s ad valorem taxes, Commissioner Stacy seconded the motion; Commissioners McJunkin and Krenek voted AYE, motion passed. Commissioner Pechukas abstained from deliberation and vote on this matter.
7. Adopt Resolution Adopting Post Issuance Tax-Exempt Debt Compliance Policy (the “Policy”) and appoint Tax Compliance Officer: Ms. Adams began by explaining that the adoption of the policy would begin the process of compliance with certain provisions of the Internal Revenue Code as it relates to the issuance of tax-exempt debt by the District. Ms. Adams further reviewed the terms of the Policy with the Board. Ms. Adams stated that annual reviews of a tax compliance checklist would be performed with the Tax Compliance Officer and the arbitrage compliance consultant would perform periodic arbitrage and yield restriction calculations. Ms. Adams added that she would review the annual checklists with the Tax Compliance Officer upon finalization of

the audit. Commissioner Krenek motioned to adopt the Resolution Adopting the Policy, as presented, and appoint Ms. Crone as the Tax Compliance Officer, Commissioner Kuykendall seconded the motion; all voted AYE, motion passed.

8. Engage Arbitrage Compliance Specialists (“ACS”) to perform future arbitrage compliance reviews pursuant to Section 148, Internal Revenue Code: Ms. Adams reported that she has worked with ACS for many years with other clients that issue tax-exempt debt. Ms. Adams stated that arbitrage and yield restriction review would not begin until the next fiscal year. Commissioner Krenek motioned to engage ACS to perform arbitrage and yield restriction calculations, Commissioner Stacy seconded the motion and asked, if in years past, the District was in compliance on prior debt issuances. Ms. Adams replied that she has not seen the District’s previous loan documentation, but has only seen this requirement in the last couple of years with regard to emergency services district debt. All Commissioners voted AYE, motion passed.
9. District Real Estate, Design and Construction Matters:
 - a. Status of EOC and Fire Training Facility design and construction: Ms. Crone reported that the County approved the plans on May 4 and the first pre-construction meeting was held on May 7 at the construction site. Ms. Crone added that Brookstone submitted the permit and application and the next construction meeting would be held on June 2.
 - i. Groundbreaking Ceremony: Ms. Crone stated she received available dates from some of the Commissioners regarding the groundbreaking ceremony and the best two dates are either June 9 or June 10. After some discussion, it was agreed to hold the ceremony on Tuesday, June 9th at 8:00am. Ms. Crone stated she will work with BRW Architects on the artwork rendering for the construction sign that will be placed on location.
 - b. Future station locations: moved to executive session.
 - c. Site acquisition for future Station 4 site: Ms. Crone stated she had no update and Commissioner Pechukas stated that Rob Bamford with Johnson Development reported to him that Cross Creek Ranch will provide conveyance documents to the District within two weeks.
 - d. Installation of the Draeger Training System (“System”) and Affordable Training Tower (“Tower”): Chief Meier stated that both of these projects seem to require more and more as they progress. Chief Meier stated if LJA Engineering (“LJA”) provides the sealed foundation plans for both the System and Tower, the Board would need to amend the motion from the May Board meeting to authorize LJA to prepare same and the cost for both would be \$7,350. It was noted that geotechnical services would also be required and LJA can request those qualifications on behalf of the District. Commissioner Stacy motioned to authorize LJA to prepare both foundation plans and authorize LJA to request geotechnical services qualifications, Commissioner Krenek seconded the motion; all voted AYE, motion passed.
 - e. Review Statements of Qualifications for Architectural Services (“SOQ”) for future station design and authorize negotiation of contract for same with qualified

candidate: Ms. Adams began by stating that all respondents were provided with the same Request for Qualifications and recommended that the Board review the submitted SOQs to determine which architects to interview. Chief Meier stated he would be comfortable working with any of the firms that submitted SOQs. Commissioner Kuykendall suggested narrowing down to two firms and invite them to make presentations. Each Commissioner voiced opinions on each candidate. It was agreed to limit each candidate to a 30 minute presentation and 15 minute question and answer period. Commissioner Pechukas motioned to invite PGAL Architects and Martinez Architects to interview and make presentations to the Board, Commissioner Kuykendall seconded the motion; all voted AYE, motion passed.

10. First Responder's Organization Agreement with the County: Commissioner Krenek motioned to approve the First Responder's Agreement, as presented, Commissioner Kuykendall seconded the motion. Commissioners Stacy and McJunkin voted AYE; motion passed. Commissioner Pechukas abstained from deliberation and vote on this matter.

11. Adopt District Policies:

a. 1405 Meals/Entertainment: Ms. Crone stated that she had worked with Ms. Adams and the chiefs to evaluate the Meal Policy and asked if anyone had comments. Commissioner Pechukas asked that the wording be changed to include "business meals in the Greater Houston area must include at least one non-employee" and Commissioner Stacy added that it should include "no alcohol reimbursement". Commissioner Stacy motioned to approve the Meals/Entertainment policy as revised to include her and Commissioner Pechukas' revisions, Commissioner Pechukas seconded the motion; all voted AYE, motion passed.

b. 1402 Travel: Postponed to future meeting.

12. Creation and administration of District social media accounts and policy for same: Commissioner McJunkin began by stating the District needs to decide on a name for the Facebook page. Ms. Crone stated after conversations with the Chief's and Commissioners the name can be "Fulshear Simonton Fire". Commissioner Krenek began by stating the District needs to be sure there are no missteps and needs to stop the misinformation in the public by providing answers and positive information to questions or comments. Commissioner Krenek added his thought is to have a Commissioner handle the political responses on posts. Commissioner Stacy asked about walking quorums on social media and Ms. Adams responded that there is a statute that allows members to comment on message boards (including social media) if certain parameters are met. Commissioner Pechukas added that there is nothing to stop Commissioners from stating their own opinions, not the District's. Ms. Adams recommended designating someone to work with the District's PIO to post items after Board meetings and a link to the Facebook page must be linked to the homepage on the District's website. Ms. Adams added that she previously provided Ms. Crone with sample social media policies that run the gamut from simple to more in-depth.

Commissioner Stacy asked if they could be placed in the Dropbox for review and comment. Ms. Crone said they would be added. Commissioner McJunkin asked that a draft policy be available in June. Commissioner Pechukas motioned to appoint a social media committee of himself, Commissioner McJunkin and the District Business Manager, Commissioner Krenek seconded the motion; all voted AYE, motion passed.

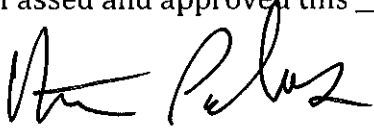
13. Department COVID-19 update, including status of CARES Act reimbursement from the County and FEMA claim(s): Commissioner Pechukas abstained from deliberation on this matter and only answered questions in his capacity as an employee of the County. Ms. Crone stated that FBC had received funds via the CARES Act from the federal government. Commissioner Pechukas said the CARES Act impacts and provides funding to certain local governmental entities for certain COVID-19 related expenses incurred from March 1, 2020 through December 31, 2020. Commissioner Pechukas stated that the County has received funding to potentially reimburse cities and special districts within the County. Ms. Adams then asked if the expense list the District previously submitted to the County Auditor was meant to provide information to the County or if such amount would be reimbursed to the District and also if there would be a directive to special districts from the County regarding future expense submittals; Commissioner Pechukas responded that guidelines would be provided by the County Auditor. Chief Meier then added that TCFP has created a task force to start testing nursing home residents for COVID-19 and that four District personnel would like to participate in this program.
14. District Administration Report: Ms. Crone began by stating that each Commissioner should receive an email from Multivista and once registered, Commissioners may view the construction progress. Ms. Crone added that healthcare benefits will be up for renewal in July and budget updates will also be discussed in June. Ms. Crone also noted the need for additional administrative personnel and office space. She reported that she and Ms. Bone along with several Commissioners have discussed ways to expedite the Board meetings; such as sending agenda item requests earlier and requested suggestions from the Board. Commissioner Stacy suggested allotting a certain amount of time per agenda item and Commissioner Kuykendall suggested having a consent agenda. Ms. Adams added the consent agenda could include minutes, Bookkeeper's Report, policies and certain agreements. Further discussion followed by stating MAC could provide an executive summary of the Bookkeeper's report and only attend the meeting in person quarterly or at budget time. The Board agreed to include a consent agenda. Ms. Crone also asked for a definite name for the new EOC/Station project on FM 1093 and Ashe Road and the Commissioners agreed on "Fire Station and Administration".
9. dii. Concrete foundation bids for System and Tower on 2 acres: Chief Meier asked the Commissioners if they would consider a "not to exceed" amount he could approve for the foundation bids for the System and Tower. Commissioner Krenek motioned to approve up to \$50,000 for the foundations for the System and Tower, Commissioner Kuykendall seconded the motion; all voted AYE, motion passed.

15. Fire Chief Report: Chief Meier reported there was a total of 189 calls for the month of April. He continued by stating that the District has not been as highly impacted by COVID-19 as expected and that the stations will be returning to four shifts in June. Chief Meier added that the stations are continuing to be disinfected and staff is following all guidelines for COVID-19. Commissioner Pechukas asked if anyone has tested positive; Chief Meier responded no, but that the District has not done any testing but will do so in the future. Chief Meier reported the District will employ new firefighters in June.

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.: The Board adjourned to executive session at 10:34am and reconvened into general session at 10:50am. Commissioner Krenek motioned for Commissioner Pechukas to proceed with negotiations for the purchase of two to four acres from Jordan Ranch, Commissioner Stacy seconded the motion; all voted AYE, motion passed.

17. Adjourn: Commissioner Pechukas motioned to adjourn the meeting, Commissioner Stacy seconded the motion; all voted AYE, motion passed. Meeting adjourned at 10:51am.

Passed and approved this 16th day of June 2020.



Robert Pechukas
Assistant Secretary, Board of Commissioners

