

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

**JUNE 16, 2021**

**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 the Office of Fort Bend County Commissioner Precinct 3 located at 22333 Grand Corner Drive, Katy, Texas 77494, on Wednesday, June 16, 2021, at 3:00 p.m.; whereupon, the roll was called of the members of the Board, to-wit:

Daniel McJunkin	President
Ed Krenek	Vice President
Kim Stacy	Secretary
Tommy Kuykendall	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; Assistant Chief Wade Goates; Ms. Brandi Crone and Ms. Karol Bone, employees of the District; Regina D. Adams, Sholeh Abedinzadeh (via teleconference), attorneys, and Hannah Slaven (via teleconference), paralegal, of Radcliffe Bobbitt Adams Polley PLLC (the "Attorney" or "RBAP"), attorneys for the District.

WHEREUPON, the meeting was called to order at 3:07 p.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.

**ANNEXATION BY ASSISTANCE DISTRICT**

The Board first considered the possibility of having some of the District property annexed into a different county assistance district ("CAD"). Commissioner Pechukas noted that the location of the Central Station Site and the steps necessary for the District to take such action. A discussion ensued regarding the timing and amount of property to be considered for such action. Commissioner McJunkin inquired whether CAD annexation was something the Board may need to consider for other District properties.

Commissioner Stacy entered the meeting at this time.

Further discussion ensued regarding funding of new stations, expanding development within the District, and how these matters affect response time. It was noted that Insurance

Services Office ("ISO") ratings are positively impacted by fire departments having no more than a three-mile radius between stations. Commissioner McJunkin expressed concern about the Board taking steps to ensure that the District's growth and development is commensurate with residential and commercial growth and development within the District. A brief discussion followed regarding tax rates. The Board requested that Ms. Crone meet with Bill Blich of Blich Associates, Inc., the District's financial advisor, regarding plans for financing and staffing future station locations. The Board also requested that an item be added to the November Board meeting agenda to further discuss this matter.

### **STAFFING CONCERNS**

Commissioner McJunkin inquired about staffing concerns in the District. Chief Meier responded that the District should plan to acquire more apparatuses in order to increase its ability to fill new stations and serve the growing population.

### **CONSTRUCTION MATTERS**

The Board next discussed its multi-station construction plans and progress. Commissioner Kuykendall suggested the possibility of utilizing a project manager to coordinate the District's construction projects. A discussion ensued regarding possible methods of managing the substantial amount of ongoing construction in the District and inviting a project management consulting firm, AG|CM, Inc., to present at a future Board meeting.

### **STAFFING CONCERNS (CONT.)?**

Ms. Crone reported that she is preparing job descriptions for two (2) new positions in the District, one (1) for grounds and building maintenance, and one (1) for vehicle maintenance and repairs. Ms. Crone explained that adding these two (2) positions to the operations side of the department would allow for the purchase and inventory of more onsite medical supplies. A discussion ensued regarding the tasks that would be completed by those holding such positions, and whether hiring two (2) people was necessary.

### **SAFETY TOWN**

The Board next considered development of a "Safety Town", a model educational town designed to teach children all types of safety conditions, including fire safety. One such facility has been constructed in Frisco, Texas. It was noted that Frisco obtained donations for its Safety Town, and that it is staffed primarily with volunteers. A discussion ensued regarding possible sponsors and various ways to allocate financial and personnel resources to educational efforts should the Board decide to proceed in the future.

Commissioner Krenek entered the meeting during this discussion.

### **CROSSOVER ROAD AND SIGNAL PREEMPTION**

Commissioner Stacy inquired about the timeline for extending the Crossover Road and the impact on development in the District.

A discussion next ensued regarding signal preemption. The Board expressed concerns regarding potential costs and timing for installation of preemption devices at intersections, noting

that signals in the area of Central Station are only just now being installed, and that Fort Bend County (the "County") should be made aware that signal preemption would benefit the area fire departments. Commissioner Pechukas and Kuykendall explained the County's installation of same and future road planning/design to curtail the need for traffic signals. The Board requested that a representative attend a Board meeting to make a presentation regarding the cost and process for installation of signal preemption devices in District vehicles. A brief discussion ensued regarding the possibility of cost-sharing with other entities such as the County.

**MEETING TIMES**

The Board discussed a possible change to its regular Board meeting time, or whether there was a process by which it might streamline its meetings, either by indicating more clearly which agenda items require Board action, or having consultants present more quickly. After discussion, the Commissioners opted not to change the regular Board meeting time at this time.

**CORNERSTONE**

Ms. Crone presented to the Board proposed designs for a cornerstone and plaque for Central Station.

There being no further business to come before the Board, upon motion by Commissioner Pechukas, seconded by Commissioner Kuykendall, with all Board members present voting aye, the meeting was adjourned at 10:07 a.m.

PASSED, APPROVED, AND ADOPTED this 20<sup>th</sup> day of July, 2021.

(DISTRICT SEAL)

  
Secretary, Board of Commissioners

