

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

JUNE 23, 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 regular session, open to the public, at 30626 Fifth Street, Fulshear, Texas 77441, the regular meeting place of the District, on Thursday, June 23, 2022, at 6:00 p.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 Krenek and Stacy, thus constituting a quorum. The following District employees were in attendance: Fire Chief Herc Meier; Assistant Chief Wade Goates; Ms. Brandi Crone, Chief Operations Officer ("COO"); and Ms. Karol Bone, Administrative Assistant. Also in attendance were District consultants: Ms. Regina D. Adams of Radcliffe Bobbitt Adams Polley PLLC (the "Attorney" or "RBAP"), attorney for the District; Ms. Carol Morrison (via teleconference) of Municipal Accounts & Consulting, L.P. ("MAC"), bookkeeper for the District; Mr. Bill Blich of Blich Associates, Inc. ("Blich"), financial advisor for the District; Messrs. Sebastian Garcia (via teleconference) and Chuck Mathes of Brookstone Construction ("Brookstone"); and Mr. Ricardo Martinez (via teleconference) of Martinez Architects ("Martinez").

WHEREUPON, the meeting was called to order at 6:00 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 was no public comment.

APPROVE CONSENT AGENDA

The Board reviewed the items reflected on the Consent Agenda. Commissioner McJunkin 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 Pechukas, 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. Minutes from the May 26, 2022 Board meeting;
2. Bookkeeper's Report, including authorize payment of bills;
3. Amendment to Interlocal Cooperation Agreement for the Collection of Taxes with Fort Bend County Tax Assessor-Collector; and
4. Purchase orders.

REVIEW AND ACCEPT BIDS FOR CROSS CREEK RANCH ("CCR") AND JORDAN RANCH STATIONS CONSTRUCTION FINANCING ("CONSTRUCTION FINANCING")

Mr. Blich stated that five (5) bids for the Construction Financing were requested and four (4) bids for such were received by the District. Mr. Blich went on to report that Truist Bank ("Truist") was the lowest bidder and recommended a 20-year term so the District may preserve more in operating funds each year. An extensive discussion ensued regarding the interest rates and potential for refinancing if necessary. 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 accept the bid for a \$15,000,000.00 Construction Financing loan from Truist for a 20-year term at a 3.460% interest rate and approve the Resolution Regarding Issuance of a Real Estate Improvement Loan.

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 approve all necessary documents to close the loan.

DISTRICT REAL ESTATE, DESIGN AND CONSTRUCTION MATTERS:

CENTRAL STATION AND FIRE TRAINING FACILITY CONSTRUCTION

Mr. Mathes provided an update regarding the construction of Central Station. Mr. Mathes reviewed the status of various construction closeout items.

Mr. Blich exited the meeting at this time.

Mr. Mathes went on to review with the Board the Central Station design from BRW Architects ("BRW") and stated that the two (2) bollards not installed were different from the other five (5) bollards that were installed. Mr. Mathes noted there were no specifications for the two (2) bollards that were not installed.

Mr. Mathes then presented Brookstone's Pay Application ("PA") No. 25 in the amount of \$152,460.00. Mr. Mathes also presented to the Board Change Order ("CO") No. 6 in the additive amount of \$54,351.00. 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 approve CO No. 6 in the amount of \$54,351.00. Upon motion by Commissioner

Kuykendall, seconded by Commissioner Pechukas, after full discussion and the question being put to the Board, the Board voted unanimously to approve PA No. 25 in the amount of \$152,460.00.

Ms. Crone reported that all desks were ordered and shipped, and that the District has currently received some furniture items.

A discussion ensued regarding potentially holding a grand opening of Central Station on October 1, 2022.

CCR STATION DESIGN AND CONSTRUCTION INCLUDING PAY APPLICATIONS, CHANGE ORDERS AND ALLOWANCE TRANSFERS

Mr. Garcia reported that the steel shop drawings are under construction and anticipated to arrive in mid-July.

Commissioner McJunkin stated that he wanted all exposed wood at the Central Station painted and that specifications for painting all exposed wood be included in the design for the CCR.

JORDAN RANCH STATION DESIGN

There was nothing to report at this time.

FULSHEAR STATION DESIGN

There was nothing to report at this time.

Mr. Mathes exited the meeting at this time.

HEALTH INSURANCE BENEFITS RENEWAL 2022 – 2023

Ms. Crone recommended the Board renew the District's: 1) health insurance through Blue Cross Blue Shield of Texas ("BCBS"); 2) vision and dental insurance through Cigna; and 3) life insurance and disability benefits through The Hartford Financial Services Group, Inc. ("Hartford"). Commissioner Pechukas stated that he would prefer to contract with Cigna for health insurance due to cost savings. Commissioner Kuykendall stated that the Board should approve what is the most beneficial for District employees. An extensive discussion ensued regarding the cost and benefit between BCBS and Cigna and coverage for employees' families. Upon motion by Commissioner Kuykendall, and seconded by Commissioner Pechukas, after full discussion and the question being put to the Board, the Board voted unanimously to accept the proposals for the District's: 1) health insurance through BCBS; 2) vision and dental insurance through Cigna; and 3) life insurance and disability benefits through Hartford.

SCHEDULE WORKSHOP MEETING(S) REGARDING PROPOSED FISCAL YEAR ENDING ("FYE") DECEMBER 31, 2023 BUDGET (THE "2023 BUDGET")

The Board tentatively scheduled its 2023 Budget Workshop for July 19, 2022 at 8:00 a.m. subject to confirmation with Commissioners Stacy and Krenek.

CHIEF OPERATING OFFICER ANNUAL EVALUATION

It was noted that this item would be discussed during Executive Session.

FIRE CHIEF ANNUAL EVALUATION

It was noted that this item would be discussed during Executive Session.

DISTRICT ADMINISTRATIVE REPORT

Ms. Crone reviewed with the Board the status of insurance renewal, the Central Station furnishings, District employee onboarding and new hire orientation, which is scheduled for July 18th. Ms. Crone noted that the District has extended offers to three (3) full-time firefighter candidates.

FIRE CHIEF RUN REPORT

Chief Meier reported that there were 347 calls in the prior month. Chief Meier went on to update the Board on the traffic preemption devices and recommended educating the public via social media on the proper procedures for facilitating the safe passage of emergency vehicles.

PERSONNEL MATTERS

CHIEF OPERATING OFFICER ANNUAL EVALUATION

FIRE CHIEF ANNUAL EVALUATION

CONVENE IN EXECUTIVE SESSION

Commissioner McJunkin then stated that the Board would enter into Executive Session to discuss personnel matters.

All meeting attendees, with the exception of all members of the Board present, and Ms. Adams exited the meeting at 7:46 p.m.

Pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended, specifically Section 551.074, regarding personnel matters, Commissioner McJunkin convened the Board into Executive Session at 7:47 p.m. The persons present in the Executive Session at various times were Commissioners McJunkin, Kuykendall and Pechukas,, and Ms. Adams.

Ms. Adams exited the Executive Session at 7:49 p.m.

RECONVENE IN OPEN SESSION

All meeting attendees still present re-entered the meeting at 8:17 p.m. and Commissioner McJunkin reconvened the meeting in open session, at which time the Board took no action.

There being no further business to come before the Board the Board meeting was adjourned at 8:17 p.m.

PASSED, APPROVED, AND ADOPTED this 28th day of July, 2022.

(DISTRICT SEAL)


Secretary, Board of Commissioners

