

**Fort Bend County Emergency Services District No. 4**  
Notice of Regular Meeting

Notice is hereby given that the Board of Commissioners (the "Board") of Fort Bend County Emergency Services District No. 4 (the "District") will hold a regular Board meeting at 8:00 a.m. on Friday, November 17, 2023 at the Fort Bend County ESD No. 4 Central Station located at 33301 FM 1093, Fulshear, Texas 77441\*. The Board will discuss, consider and possibly take action on the following matters:

1. Establish quorum and call to order
2. Administration of Oath of Office to Firefighter(s)
3. Public Comment – Each member of the public who desires to address the Board regarding an item not on the agenda may speak one time only and will be limited to *3 minutes* per speaker; responses to public comment about matters not on the agenda are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by the Board shall be limited to a proposal to place the subject on the agenda of a future meeting.
4. Consent Agenda: The following items are considered routine by the District and will be enacted by one motion. No separate discussion will occur on the items unless a Board member or member of the public so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda:
  - a. Minutes from the October 17, 2023 meeting
  - b. Bookkeeper's Report, including authorize payment of bills
  - c. Purchase Orders
  - d. Authorize engagement of auditor for preparation of District's Fiscal Year Ending December 31, 2023 Audit
  - e. Approve Amended Budget for Fiscal Year Ending December 31, 2023
5. District Real Estate, Design and Construction Matters:
  - a. Central Station Fire Training Facility design and site development
  - b. Cross Creek Ranch Station construction
    - i. Pay applications, change proposals and allowance transfers
  - c. Jordan Ranch Station property acquisition and design
    - i. Supplemental Amendment to Declaration of Covenants, Conditions and Restrictions for Jordan Ranch
    - ii. Repurchase Option Agreement
    - iii. Right of First Opportunity Agreement
    - iv. Property Closing Matters
  - d. Fulshear Station design
    - i. Proposal from Huitt-Zollars for detention options
    - ii. Acquisition of Construction Manager at Risk proposals
6. Water Line Easement and Temporary Construction Easement at Station #3 with North Fort Bend Water Authority
7. Status of closing on lease purchase of apparatus
8. Interlocal Participation Agreement with Local Government Purchasing Cooperative (BuyBoard) and Resolution regarding same

9. Review District liquidity for possible addition of funds to restricted reserve account
10. Authorize Commissioner and District staff attendance at SAFE-D Annual Conference February 22–24, 2024 at the Irving Convention Center
11. District Administrative Report
12. Fire Chief Report
13. Personnel matters
  - a. Staff Salary and Positions Consideration
  - b. Talent Management Portion of Paycor Software
  - c. Modify PTO Payout Date
  - d. Fire Chief procurement process
  - e. Organizational Chart
14. Future agenda items
15. Convene into Executive Session to discuss matters concerning pending or contemplated litigation, consultation with attorney, real property, personnel, or security devices as authorized pursuant to Texas Government Code, Section 551.071, et seq.
16. Adjourn

POSTED THIS THE 14<sup>th</sup> DAY OF NOVEMBER 2023 BEFORE 8 A.M.

By:  K. Bone, Administrative Assistant

The Board of Commissioners of the District reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed below: Consultation with Attorney, Deliberations about Real Property, Deliberations about Gifts and Donations, Personnel Matters, Deliberations about Security Devices and Economic Development. Requests for accommodations for simultaneous translation services must be made at least 48 business hours prior to this meeting. Please contact the District's administrative office at 281-533-0095.

**\*Members of the public and District consultants may attend the Board meeting via teleconference at 1-800-309-2350 or 1-435-777-2200 Conference ID: 301-5095.**