

**MINUTES OF THE DECEMBER 9, 2024 MEETING OF THE
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 10**

A Meeting was duly called of the **FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 10**, which was held on December 9, 2024, at Fairchild Fire Station, located at 8715 Fairchilds Rd., Richmond, Texas 77469.

The meeting was called to order at 7:30 P.M. by Commissioner **BRIAN SATSKY**, president.

1. A roll call of commissioners was made under Agenda Item 1, and a quorum was confirmed, with Commissioners **BRIAN SATSKY, RUSSELL STRATMAN, RICHARD BREWER, and MATT CYRUS** being present. Commissioner Shelby Armstrong was absent. Also present were Josh Shed, Fire Chief of the Fairchild Fire Department, members of the Department and Howard Katz, attorney for the District.

(a) The Pledge of Allegiance to the United States of America was recited.

(b) **Approve Minutes of prior meeting(s).**

The Board considered the Minutes of the November 12, 2024.

After review, Motion was made by Mr. **Cyrus**, seconded by Mr. **Stratman** to approve the Minutes of the November 12, 2024 meeting. After discussion, the Motion was approved by a vote of 4 to 0.

2. **Public comment.** None was offered.

3. **Receive a Financial Report from Clarity Consulting, District bookkeeper.**

This Item was tabled with bookkeeping services commencing with the January 2025 meeting. Mr. Katz noted the bank balance and prior checks that have cleared.

4. **Approve payment of District monthly operating expenses and pay bills.**

Mr. Katz said there were District administrative bills.

a. Winstar Insurance Group: \$400.00, Treasurer's Bond.

After review, Motion was made by Mr. **Stratman**, seconded by Mr. **Cyrus** to approve the payment of District bills. After discussion, the Motion was approved by a vote of 4 to 0.

5. **Review and take action on Amended District 2025 budget.**

Mr. Katz presented a revised District 2025 budget to reflect the 2024 loan proceeds and the 2025 loan repayment. He said that this revised budget was circulated previously. After

review, Motion was made by Mr. **Stratman**, seconded by Mr. **Brewer** to approve the revised District 2025 budget. After discussion, the Motion was approved by a vote of 4 to 0.

6. **Receive and review a report from Fairchild Fire Department regarding emergency services matters, including a run and response activity for the prior month.**

The Chief delivered an operations report for the prior month. He delivered a run report, noting that in October there were 31 calls and the Department covered 30, and in November there were 30 calls and the Department covered 30. The Chief reported that the Department had adopted revised By-Laws and SOPs using a private consulting company for assistance. He said that the Department's hiring policy was being finalized following discussion with the Department attorney.

The Chief was asked about volunteer call response. He said it was difficult to estimate the per centage of volunteer responses. But after implementation of a scheduling program that should be available.

There was discussion addressing new Department vehicles. The Chief said for EMS response the Department was currently using a Tahoe, and that vehicle was being replaced by a retired Beasley VFD Expedition.

The Chief reported on the possible grants for a Pumper and a Brush Truck. He said the Department may engage a grant writer. The Chief reported on driver training and other events.

7. **Review and take action on payment of Fairchild Fire Department expenses pursuant to Interim Funding Agreement.**

The Chief said there were expense requests under the Interim Funding Agreement. He said expense payments requested were: \$4,817.39 (Rescue Truck repairs); \$2,827.52 (Booster repairs); \$875.00 (Legal). After review, Motion was made by Mr. **Cyrus**, seconded by Mr. **Brewer** to approve the Department expense payments: \$4,817.39 (Rescue Truck repairs); \$2,827.52 (Booster repairs); \$875.00 (Legal). After discussion, the Motion was approved by a vote of 4 to 0.

There was discussion about sales tax. Mr. Katz explained how sales tax is allowable where there are areas in the District that have or do not have a maximum sales tax. There was discussion about the Village of Fairchilds possibly calling an election for May 2025 on a sales tax increase in the city.

8. **Review and take action on proposed Fairchild Fire Department 2025 operating and capital budgets.**

The Chief presented the Department's proposed 2025 operating and capital budget. He said the outline showed Department expenses and revenue and revenue sources. There was discussion about the salary for a full-time Fire Chief of \$100,000.00; duty crew compensation of \$22,880.00, with a total payroll of \$142,598.00; volunteer incentive payroll of \$13,728.00 insurance, worker's comp, equipment maintenance/repairs, capital, etc. for a total Department budget of \$380,098.00, of which District funding was \$343,370.00. There were questions concerning the fire chief compensation. The Board asked why the position was full-time, and that a part-time position seemed more appropriate. The Board members commented that a \$100,000.00 chief's salary seemed much too high, and would be difficult to justify to the public. The Board noted that nearly 1/3 of the proposed Department budget funded by the District was for this one position. There was discussion that the budget showed maintenance reduced and hiring paid crews being delayed. The Chief said that the budget was prepared with consideration of response time, and that having the full-time chief position would help in that regard. He said that a part-time chief position will delay response if the chief is at a full-time job and was not able to respond. Mr. **Cyrus** said he has reviewed the budget and position status and he said that a part-time chief with a paid duty crew would work best. After review, Motion was made by Mr. **Cyrus**, seconded by Mr. **Stratman** to approve requesting from the Department for the fire chief job description and full expense outline for all compensation. After discussion, the Motion was approved by a vote of 4 to 0.

The Board addressed the proposed Department 2025 budget. After review, Motion was made by Mr. **Cyrus**, seconded by Mr. **Stratman** to table and defer action on the proposed Department budget. After discussion, the Motion was approved by a vote of 4 to 0.

Mr. Katz suggested re-opening Agenda Item 7 (Review and take action on payment of Fairchild Fire Department expenses pursuant to Interim Funding Agreement) because without the Department 2025 budget approved the 2025 service agreement does not commence. After review, Motion was made by Mr. **Stratman**, seconded by Mr. **Cyrus** to approve re-opening Agenda Item 7. After discussion, the Motion was approved by a vote of 4 to 0.

Mr. Katz suggested that with the Interim Funding Agreement re-opened, the board consider extending the current Interim Funding Agreement perhaps through January 31, 2025. After review, Motion was made by Mr. **Stratman**, seconded by Mr. **Brewer** to approve extending the current Interim Funding Agreement through January 31, 2025. After discussion, the Motion

was approved by a vote of 4 to 0.

9. **Discuss funding of paid and volunteer crews in the Fairchild Fire Department.**

This Item was tabled.

10. **Receive a report from Fairchild Fire Department on planning for recruitment and paid duty crew.**

This Item was tabled

11. **Discuss and review current Insurance Services Office (ISO) rating, and plans for ISO rating review, coordinating with the city and Austin Point developer and MUD, including review of future engagement of ISO consultant.**

Mr. Katz said he requested approval to add this item in order for the Board and the Department to begin developing a plan for District-wide fire suppression coverage and address ISO-related issues. The Chief said that he has had discussions with the Austin Point developer about land for a new fire station in the Austin Point area.

12. **Schedule future regular and special District Board meetings and workshops.**

January 13, 2025 is the next scheduled Board meeting.

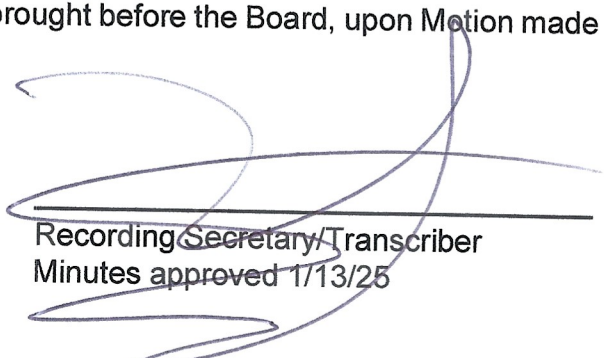
Mr. Satsky suggested a committee to work on the Department 2025 budget and the full-time versus part-time fire chief position. He appointed Commissioners. Brewer and Cyrus to the committee.

13. **Executive Session:**

The Board entered executive session at 9:40 P.M.

The Board ended executive session and resumed open session at 9:45 P.M.

There being no further business brought before the Board, upon Motion made the meeting adjourned at 9:46 P.M.



Recording Secretary/Transcriber
Minutes approved 1/13/25