

THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

**AMENDMENT TO INTERLOCAL COOPERATION AGREEMENT FOR  
THE COLLECTION OF TAXES**

This Amendment of the Interlocal Agreement (hereinafter referred to as "Amendment"), is made and entered into pursuant to the Interlocal Cooperation Act, Chapter 791 of the TEXAS GOVERNMENT CODE, by and between FORT BEND COUNTY, TEXAS (hereinafter referred to as "County"), acting by and through its governing body, FORT BEND COUNTY COMMISSIONERS COURT, and FORT BEND EMERGENCY SERVICES DISTRICT NO. 5 (hereinafter referred to as "ESD No. 5"), duly organized and existing under the laws of the State of Texas, acting by and through its Board of Trustees.

**RECITALS**

WHEREAS, on or about July 1, 2008 County and ESD No. 5 entered into an interlocal agreement for the collection of taxes, hereinafter referred to as the "Agreement" attached hereto as Exhibit A and incorporated by reference herein as if set forth verbatim; and

WHEREAS, the term of the Agreement has expired and the parties desire to renew the Agreement, at the same terms and conditions; and,

WHEREAS, County and ESD No. 5 believe it is in the best interests of the citizens of Fort Bend County to enter into this Amendment; and,

NOW, THEREFORE, in consideration of the foregoing, the Agreement between County and ESD No. 5 is hereby amended to read:

- A. This Amendment shall be effective on the date the last party executes this Agreement and shall terminate on June 30, 2017.
- B. This Amendment shall automatically renew for an additional one (1) year term thereafter unless sooner terminated as provided in the Agreement.
- C. Except as modified herein, the Agreement remains in full force and effect and has not been modified or amended.
- D. If there is a conflict between this Amendment and the Agreement, the provisions of this Amendment shall prevail.

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EXECUTION

THE UNDERSIGNED OFFICER AND/OR AGENTS OF THE PARTIES HERETO ARE THE PROPERLY AUTHORIZED OFFICIALS AND HAVE THE NECESSARY AUTHORITY TO EXECUTE THIS AMENDMENT ON BEHALF OF THE PARTIES HERETO, AND EACH PARTY HEREBY CERTIFIES TO THE OTHER THAT ANY NECESSARY RESOLUTIONS AND/OR ORDERS EXTENDING SAID AUTHORITY HAVE BEEN DULY PASSED AND ARE NOW IN FULL FORCE AND EFFECT.

FORT BEND COUNTY

ATTEST:

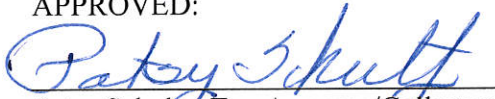
\_\_\_\_\_  
Robert E. Hebert, County Judge


\_\_\_\_\_  
Laura Richard, County Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

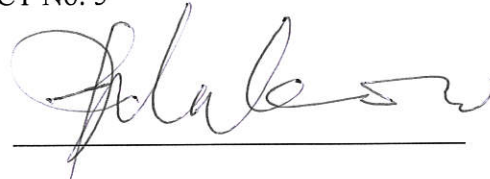
APPROVED:

  
\_\_\_\_\_  
Patsy Schultz, Tax Assessor/Collector


  
\_\_\_\_\_  
Date

FORT BEND EMERGENCY SERVICES DISTRICT No. 5

  
\_\_\_\_\_

  
\_\_\_\_\_

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date

ATTACHMENTS: Exhibit A – Original interlocal agreement

THE STATE OF TEXAS  
COUNTY OF FORT BEND

§  
§  
§

**INTERLOCAL COOPERATION AGREEMENT FOR  
THE COLLECTION OF TAXES**

This Interlocal Agreement (hereinafter referred to as "Agreement"), is made and entered into pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, by and between FORT BEND COUNTY, TEXAS (hereinafter referred to as "County"), acting through its governing body, FORT BEND COUNTY COMMISSIONERS COURT, and FORT BEND EMERGENCY SERVICES DISTRICT NO. 5 (hereinafter referred to as ESD No. 5), duly organized and existing under the laws of the State of Texas, acting by and through its Board of Trustees.

**RECITALS**

WHEREAS, ESD No. 5 has the authority and obligation, pursuant to Section 775.074 (e), Health and Safety Code to authorize County to act as tax assessor/collector for ESD No. 5, and County has the authority to so act; and,

WHEREAS, the Fort Bend County Tax Assessor/Collector has approved this Agreement; and,

WHEREAS, ESD No. 5 and County believe it is in the best interests of the citizens of Fort Bend County to enter into this Agreement; and,

NOW THEREFORE, County and ESD No. 5 for the mutual consideration hereinafter stated, agree as follows:

**ARTICLE I  
PURPOSE**

The purpose of this Agreement is to designate and allow the Fort Bend County Tax Assessor/Collector as the tax assessor/collector for ESD No. 5 for the collection of ad valorem taxes, including penalties, interest and attorney's fees for the collection of taxes owed ESD No. 5 in Fort Bend County.

**ARTICLE II  
TERM**

- 2.01 This Agreement shall be effective on the date the last party executes this Agreement and shall terminate on June 30, 2009.
- 2.02 This Agreement shall automatically renew for an additional one (1) year term thereafter unless sooner terminated as provided herein.

ARTICLE III  
OBLIGATION OF COUNTY

- 3.01 For the purposes and consideration herein stated and contemplated, County shall provide tax collection services for ESD No. 5 for tax accounts within the jurisdiction of ESD No. 5.
- 3.02 ESD No. 5 hereby designates the County Tax Assessor/Collector as its Tax Assessor/Collector for purposes of compliance with Chapter 26 of the Texas Property Tax code, as amended, and Section 775.074(e) of the Texas Health & Safety Code.
- 3.03 County shall perform all the duties required by law of the Tax Assessor-Collector of ESD No. 5 with regard to assessing and collection of ad valorem taxes.
- 3.04 ESD No. 5 shall adopt a tax rate by October 1 of each year. In the event the tax rate is adopted subsequent to October 1 of any year, ESD No. 5 shall reimburse County for any additional costs incurred, in accordance with Article IV of this Agreement.
- 3.05 ESD No. 5 hereby expressly authorizes County to do and perform all acts necessary and proper to collect taxes for ESD No. 5, including but not limited to:
- A. Calculation of taxes, preparation of current and delinquent tax rolls, pro-ration of taxes, correction of clerical errors in tax rolls, collection of current liabilities, collection of delinquent taxes, issuance of refunds, and calculation of the effective and rollback tax rates as required by Section 26.04 of the Property Tax Code.
  - B. County shall assess and collect the ad valorem property taxes owing to the ESD No. 5. The term "assess" does not include those functions defined as "appraisal" by the Property Tax Code.
  - C. The County shall produce a consolidated tax statement for both County and ESD No. 5 taxes.
  - D. County shall prepare consolidated tax statements for each parcel on the tax rolls of ESD No. 5.
  - E. County shall mail statements.
  - F. County shall mail notices of delinquent service charges in accordance with Section 33.07 of the Texas Property Tax Code.
  - G. County shall perform for ESD No. 5 all duties provided by law of the State of Texas for the collection of taxes.
  - H. County shall perform any additional, reasonable services which may be requested by ESD No. 5. All additional services shall be billed to ESD No. 5 by County at actual costs.
- 3.06 County shall provide the following reports, upon request, by ESD No. 5:
- A. Report of the current year tax levy, showing taxable value, exemptions, abatements, net taxable values, tax rate, and tax levy for each parcel of property;
  - B. Remittance report with each remittance to ESD No. 5 showing the taxes paid by year, amount paid, principal and interest paid, service charge paid, etc.;
  - C. Monthly report of tax activity showing the amount of initial levy,

collections during month for both current and delinquent taxes, adjustments during the month, and the year-to-date collections percentage of current levy; and

- D. Any additional reports which may be requested by the District.
- 3.07 The taxes collected by County for ESD No. 5 shall be remitted as follows:
- A. by ACH; or
  - B. by wire to ESD No. 5's designated depository or agent; or
  - C. by check mailed to ESD No. 5.
- 3.08 ESD No. 5 shall provide written notification to County of the manner in which taxes shall be remitted, as described in Section 3.07 above.
- 3.09 The taxes collected by County may be remitted to ESD No. 5 on a daily basis for the period beginning December 15<sup>th</sup> and ending February 15<sup>th</sup> of each year. Remittance at other times during the year shall be made at least once per week.
- 3.10 Wire transfers shall incur a charge of five dollars (\$5.00) for each transfer.
- 3.11 Refunds to taxpayers and taxpayer checks returned from banks shall be deducted from the County's remittance to ESD No. 5.

#### ARTICLE IV OBLIGATIONS OF ESD No. 5

- 4.01 ESD No. 5 agrees to promptly deliver to County all records necessary to perform its duties under the terms of this Agreement.
- 4.02 For services rendered pursuant to this Agreement, ESD No. 5 agrees to pay County the following amounts:
- A. Thirty-five cents (\$0.35) per parcel per year;
  - B. One dollar (\$1.00) per account to add delinquent accounts to County's records; and
  - C. Other costs for which ESD No. 5 will reimburse the County for actual costs incurred for any additional services requested ESD No. 5 or mandated by state statute.
  - D. Two dollars and seventy-seven cents (\$2.77) for parcels located in Harris County, Texas, for costs associated with separate billing.
- 4.03 ESD No. 5 shall pay to County the cost of assessment and collection as provided in Section 4.02. The payment shall be remitted to County after the mailing of consolidated tax statements and no more than 30 days after receipt of County invoice.

#### ARTICLE V ADMINISTRATIVE PROVISIONS

- 5.01 All records necessary to be maintained by County for the assessment and collections of taxes shall be kept clearly on the books and records of County, and a designated representative of ESD NO. 5, including District auditors, is authorized to examine the records maintained by County at such reasonable time

- and interval as ESD No. 5 deems necessary. Such books and records will be kept in the offices of County.
- 5.02 ESD NO. 5 shall maintain a Public Fidelity Bond covering all offices, officials and employees in the amount of one hundred thousand dollars (\$100,000.00).
  - 5.03 ESD No. 5 shall transfer to the possession and control of County, without charge, copies of all records necessary for the performance of the duties and responsibilities of County pursuant to this Agreement, which shall include all tax records, including the delinquent tax rolls.
  - 5.04 County shall not be legally responsible to ESD No. 5 for any failure to collect taxes, nor shall the County Tax Assessor-Collector be legally responsible unless the failure to collect taxes results from failure to perform the duties imposed by law and by this Agreement.
  - 5.05 ESD NO.5 reserves the right to institute such suits for the collection of delinquent taxes as ESD NO. 5 deems necessary and to contract with an attorney for collection of delinquent taxes.
  - 5.06. County shall comply with all provisions of the Texas Property Tax Code, as amended, and any policies and procedures regarding collection of ad valorem property taxes which ESD No. 5 may adopt.
  - 5.07 In the event County waives any penalty and/or interest on any parcel, pursuant to Section 33.011 of the Property Tax Code, ESD NO. 5 consents to the waiver of the penalty and/or interest on the same parcel(s), and hereby authorizes County to waive such penalty and/or interest on behalf of ESD No. 5.

## ARTICLE VI LIABILITY

Each party to this Agreement agrees that it shall have no liability whatsoever for the actions or omissions of an individual employed by another party, regardless of where the individual's actions occurred. Each party is solely responsible for the actions and/or omissions of its employees and officers.

## ARTICLE VII MISCELLANEOUS

- 7.01 This Agreement may be amended by the mutual agreement of the parties hereto in writing to be attached to and incorporated into this Agreement.
- 7.02 Venue for any litigation involving this Agreement shall be in Fort Bend County, Texas.
- 7.03 If any one or more of the provisions contained in this Agreement shall be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.



THE UNDERSIGNED OFFICER AND/OR AGENTS OF THE PARTIES HERETO ARE THE PROPERLY AUTHORIZED OFFICIALS AND HAVE THE NECESSARY AUTHORITY TO EXECUTE THIS AGREEMENT ON BEHALF OF THE PARTIES HERETO, AND EACH PARTY HEREBY CERTIFIES TO THE OTHER THAT ANY NECESSARY RESOLUTIONS AND/OR ORDERS EXTENDING SAID AUTHORITY HAVE BEEN DULY PASSED AND ARE NOW IN FULL FORCE AND EFFECT.

**FORT BEND COUNTY**

Robert E. Hebert  
Robert E. Hebert, County Judge

Dianne Wilson  
Dianne Wilson, County Clerk

July 1, 2008  
Date

7-1-08  
Date

APPROVED:

Patsy Schultz  
Patsy Schultz, Tax Assessor/Collector

6/23/08  
Date

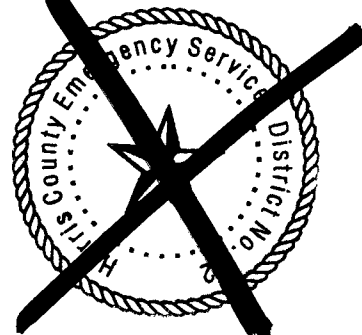
**FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 5**

James H. White  
President, Board of Commissioners

John Wilson  
Secretary, Board of Commissioners

6/10/2008  
Date

6/10/08  
Date



MER:Interlocal Agreement.Tax Collection:1396(040506)

**DOCUMENTATION REQUIRED FROM TAXING ENTITIES**  
**Revised 03/22/06**

**Administration/Financial Information required from the District:**

1. Executed Inter-local agreement
2. Names, addresses, phone numbers and email addresses of Board/Council Members
3. Name, address, phone number and email address of representative of Delinquent Tax Attorney Firm
4. Order setting percentage of Delinquent Tax Attorney Firm collection fee.
5. Dates of Fiscal year cycle
6. District Map of Boundaries (pertains to MUD, Water, LID, PID)
7. Written instructions concerning disbursement of funds:
  - By Check- name and address to whom checks and reports will be mailed
  - By Wire Transfer or ACH – routing number, bank account number, name of bank, how account is listed.
  - If TEXPOOL – the district will have to contact TXPOOL and provide Tax Office with account number and location
  - Name, address, phone number and email address of person that will be responsible for receiving the monthly and yearly reports and payments.

**Information required to add accounts to the Tax Office System**

1. Tax Years the District has been collecting taxes
2. Tax Rate for each of those years broken out by Debt Service and Maintenance
3. Type and amount of exemptions offered for each of those years
4. Hard copy of delinquent tax roll as of end of day of \_\_\_\_\_ with following information:
  - Account number
  - Certified Owner's name and address
  - Levy due per account, per year delinquent as of end of day \_\_\_\_\_
  - Values – assessed and taxable for each account
  - Legal description
  - Delinquent roll summary of total levy due by year as of the end of day of \_\_\_\_\_
5. List of accounts with frozen taxes and amount of the freeze for each account
6. All files on accounts that are under payment plans, bankruptcy, quarterly payments and or escrow payments. Files should reflect payment plan contracts, bankruptcy schedules, bankruptcy case number, payment history and account numbers involved.
7. Any rollback determination letters from CAD that have not been issued
8. A list of delinquent rollback accounts referencing year and amount due
9. A list of rollback accounts referencing year and amount due which have not been paid but are not yet delinquent.
10. Copies of any certified change orders not processed as of end of day of \_\_\_\_\_.
11. Information on any pending re-sales
12. Copies of any Abatement Agreements
13. TIRZ – copy of agreements; listing of each account involved; previous payments
14. Copies of all backup concerning pending refunds.
15. Access to 5 years of historical payments. (required to process certified change orders from CAD.

**\*\*Delinquent Tax Roll and all totals should be provided in electronic format if possible. Provide a contact person for questions about electronic format.**

Exhibit "A"

Part One  
No. 2

June 5, 2008

158205

**FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 5**

**Second Tuesday - 6:30 p.m. – NE FB Co. Fire Dept. 14007 Old Richmond Rd. Sugar Land**  
**Posting Location:** **NTCS: 07**  
**Posted in Fort Bend County, not Harris** **MIN:\* 02**

**Commissioners:**

**Mr. James H. White, President \*email**  
**jim1952white@neighbor-hood.net**  
Home No. 281.879.6318  
Cell No. 832.248.8648

**Mr. Ernie Carter, Vice President\*email**  
**cartertech@prodigy.net**  
Home No. 281.495.2603

**Mr. John Mukoro, Secretary/Asst.Treas.**  
**john\_mukoro@mukorolaw.com**  
The Mukoro & Associates Law Firm  
7100 Regency Square, Suite 123 \*email  
Houston, Texas 77036  
Bus. No. 713.334.0511  
Cell No. 832.283.4076

**Mr. John Godbee, Treasurer \*email**  
**jtgodbee@alltel.net**  
Cell No. 832.573.9020  
Bus. No. 832.886.5544

**Mr. Ben Bono, Commissioner \* email**  
**bp\_bono@yahoo.com**  
Home No. 281.242.0250  
Cell No. 832.309.0543

\*\*\*\*\*  
Northeast Fort Bend Co. Fire Department  
14007 Old Richmond Road  
Sugar Land, Texas 77478  
**[official office address of FB ESD No. 5]**

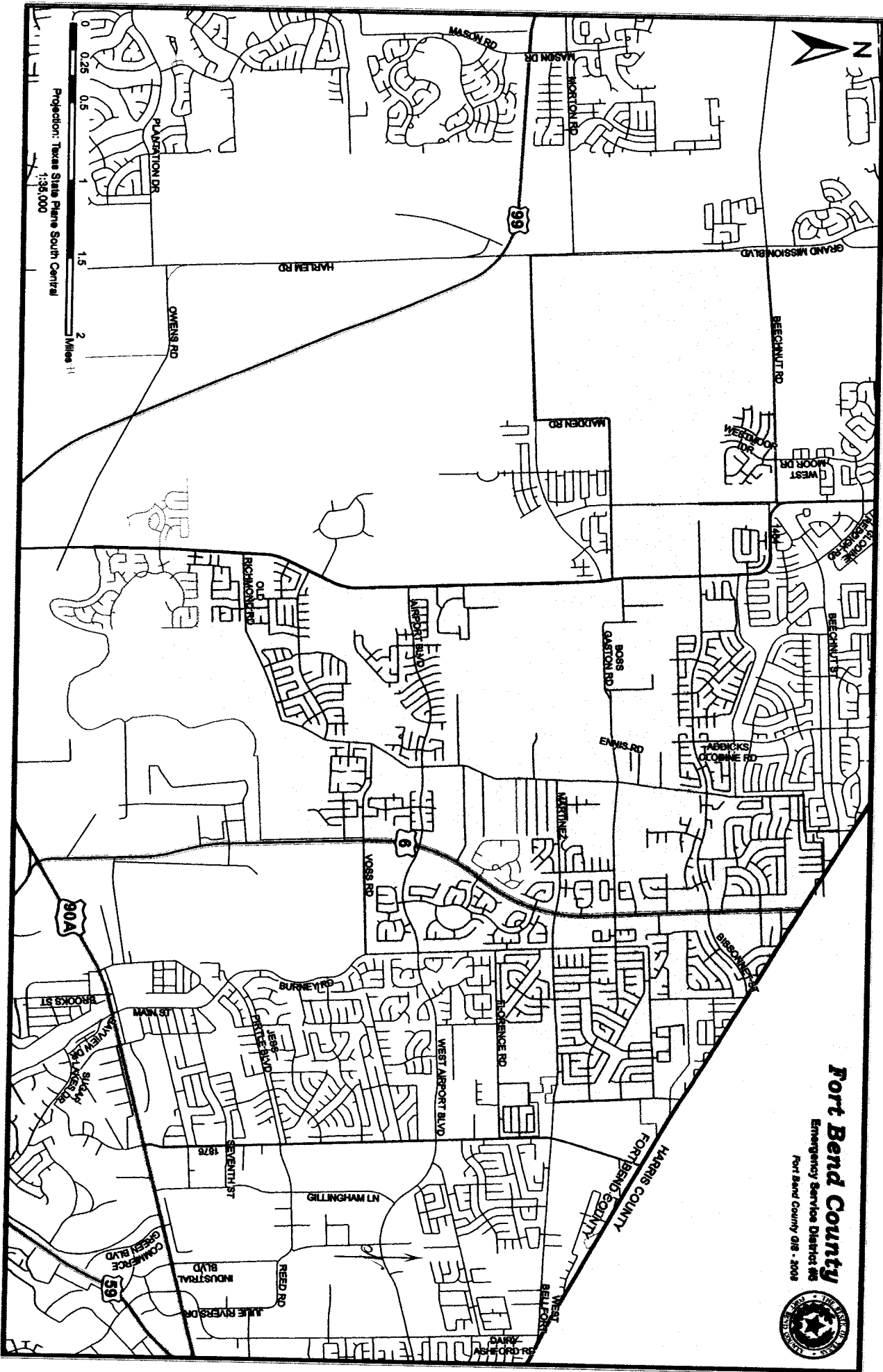
**\*EMAIL POSTS** [bgalloy@netstartel.com](mailto:bgalloy@netstartel.com)

**Ms. Dianne Wilson [Co. Clerk/Posts]**  
**Fort Bend County Clerk**  
**301 Jackson, Suite 101**  
**Richmond, Texas 77469-3108**  
**\*EMAIL POSTS** [ccposting@co.fort-bend.tx.us](mailto:ccposting@co.fort-bend.tx.us)  
**ESCROW ACCT. NO. 4069 [bjc authorized user]**

CLS\* SEC\* REC NB

Part One  
No. 6

Map → From: Jim White



Projection: Texas State Plane South Central  
1:35,000



**Fort Bend County**  
Emergency Service District #8  
Fort Bend County GIS - 2008



Part Two

No. 3

FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 5

Order Adopting Homestead Exemption

The board of commissioners ("Board") of Fort Bend County Emergency Services District No. 5 ("District") met at the Board's regular meeting place on May 13, 2008, with the following commissioners present:

James H. White, President  
Ernie Carter, Vice President and Secretary Pro Tempore  
John Godbee, Treasurer  
Ben Bono, Commissioner

and the following absent:

John Mukoro, Secretary

when the following business was transacted.

The order set out below was introduced for consideration of the Board. It was duly moved and seconded that the order be adopted; and, after due discussion, said motion was carried by unanimous vote.

The order thus adopted is as follows:

Whereas, Texas Constitution Article VIII, Section 1-b(e) and V.T.C.A., Property Tax Code, Section 11.13(n) provides authority for the District to exempt from ad valorem taxation up to twenty percent (20%) of the market value of each residence homestead owned by an adult and taxable by the District for the year 2008 but not producing an exemption of less than \$5,000 when such percentage is applied to a particular residence homestead; and

Whereas, the legislature by general law has prescribed procedures for the administration of residence homestead exemptions.

It is, therefore, ordered by the board of commissioners of the District, as follows: Pursuant to Article VIII, Section 1-b(e) of the Texas Constitution and the laws of the State of Texas, this Board does hereby exempt twenty percent (20%) of the market value of residence homesteads owned by adults and taxable by the District for the year 2008, provided that should the percentage exemption produce an exemption of less than \$5,000 on any particular homestead, the owner of the homestead is entitled to an exemption of \$5,000 of the appraised value of the homestead.

The exemption above set out shall be granted upon the following terms and conditions:

To receive an exemption, the taxpayer claiming the exemption for the first time must file an exemption application form prior to July 1 of the year in which the exemption is adopted with the Chief Appraiser of the County Appraisal District in which the homestead is located and must furnish the information required by the Chief Appraiser. The exemption shall extend only to the applicant's residence homestead as same is defined by law.

An eligible adult is entitled to receive other applicable exemptions provided by law and by this Board.

January 1 of each tax year shall be the determinative date for eligibility and qualification for the exemption. Determination thereof shall be for the year in which the application is made and for so long thereafter as allowed by law or until rescinded by this Board. There shall be no proration of the exemption for the taxable year resulting from qualification or disqualification of person or property or from any other matters occurring after January 1 of the year in question.

The residence homestead exemption granted and reaffirmed in this Order shall be and remain in effect in 2008 and in each year thereafter until revoked by order of the Board.

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Passed and adopted this May 13, 2008.

JAMES H. WHITE  
President

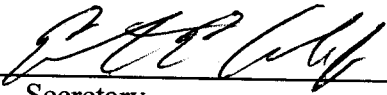
ATTEST:

ERNIE CARTER  
Secretary Pro Tempore

I, the undersigned secretary of the board of commissioners of Fort Bend County Emergency Services District No. 5, hereby certify that the foregoing is a true and correct copy of the Order Adopting Homestead Exemption and minute entry showing its adoption at the board's meeting held on May 13, 2008, the original of which instrument appears in the official minute book of the board, on file and open to the public at the office of the district.

I further certify that said meeting was open to the public, and that notice thereof was posted in compliance with the provisions of Tex. Gov't. Code Ann. § 551.001 et seq.

Witness my hand and the seal of said District, this 5-13-08.

  
Secretary



FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 5

Order Adopting Residence  
Homestead Exemption for Persons  
Sixty-Five or Older or Disabled

The board of commissioners ("Board") of Fort Bend County Emergency Services District No. 5 ("District") met at the Board's regular meeting place on May 13, 2008 with the following Commissioners present:

James H. White, President  
Ernie Carter, Vice President and Secretary Pro Tempore  
John Godbee, Treasurer  
Ben Bono, Commissioner

and the following absent:

John Mukoro, Secretary

when the following business was transacted:

The order set out below was introduced for consideration of the Board. It was duly moved and seconded that said order be adopted; and, after due discussion, said motion was carried by the following vote:

Ayes: All Commissioners shown present.

Noes: None.

The order thus adopted is as follows:

Whereas, the underlying principle of taxation is that all property is taxable unless it is specifically excluded from taxation by law;

Whereas, the authority to permit the exemption of property is included within the terms of the provisions of Article VIII, Section 1-b, of the Texas Constitution;

Whereas, the Legislature has provided for the exemption of certain property in Acts 1979, 66th Legislature, Chapter 841, as amended, enacting the Property Tax Code;

Whereas, the board of commissioners of the District has determined that it is in the public interest for said District, as a taxing unit of the State of Texas, to provide the residence homestead exemption for persons sixty-five or older or disabled which is more particularly provided in V.T.C.A., Property Tax Code, Section 11.13(d).

It is, therefore, ordered by the board of commissioners of the District, as follows:

Pursuant to the provisions of V.T.C.A., Tax Code, Section 11.13(d), this Board does hereby exempt \$25,000.00 of the market value of each residence homestead within the District of an individual who is disabled or is 65 years of age or older from all ad valorem taxes hereafter levied by the District, commencing with the taxes for the current year, subject to the terms and conditions set out below and, where applicable, the compliance therewith by the owner of the residence homestead, hereinafter called "applicant."

Since the ad valorem taxes to be levied by the District have heretofore been pledged for the payment of certain debts of the District until same are paid in full, after due consideration of the pertinent data as to the District's debt service requirements, the Board specifically finds that the cessation of the tax levy for the periods of such debts, to the extent of the exemption herein granted, will not impair the obligation of any contract or proceeding by which the debts were created.

The exemption above set out shall be granted upon the following terms and conditions:

Such exemption shall extend only to applicant's residence homestead as same is defined by law.

To be eligible for the exemption, applicant must be disabled or have attained the age of sixty-five or over by January 1 of the year for which the exemption is sought; provided, however, that if applicant's spouse has attained such age by such date, applicant shall be entitled to the exemption regardless of applicant's age.

Joint or community owners may not each receive the same exemption provided by this resolution for the same residence homestead in the same year. An eligible disabled person

who is 65 or older may not receive both a disabled and an elderly residence homestead exemption but may choose either.

Applicant shall file with the Appraisal District for the County in which the homestead is located on or before July 1 of the year for which the exemption is claimed documentary proof of age or disability satisfactory to the Chief Appraiser and a sworn claim for such exemption, describing the property for which exemption is sought, on forms prescribed by the Chief Appraiser, giving complete information as provided for by such forms. After the filing of such proof of age or disability and claim for exemption, the Chief Appraiser may, if he deems necessary, request further information in order to determine eligibility for such exemption, which further information shall be provided by applicant as a requisite to obtaining the exemption.

After said application, all necessary proof and any other required information has been filed, the Chief Appraiser shall determine eligibility for such exemption, and the property in question shall be placed on the tax rolls of the District in accordance with such determination.

January 1 of each tax year shall be the determinative date for eligibility and qualification for the exemption. Determination thereof shall be for only the year in which the application is made. There shall be no proration of the exemption for the taxable year resulting from qualification or disqualification of person or property or from any other matters occurring after January 1 of the year in question.

The residence homestead exemption granted and reaffirmed in this Order shall be and remain in effect in 2008 and in each year thereafter until revoked by order of the Board.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

Passed and adopted this May 13, 2008.

JAMES H. WHITE  
\_\_\_\_\_  
President

ATTEST:

ERNIE CARTER  
\_\_\_\_\_  
Secretary Pro Tempore

I, the undersigned secretary of the board of commissioners of Fort Bend County Emergency Services District No. 5, hereby certify that the foregoing is a true and correct copy of the Order Adopting Residence Homestead Exemption for Persons Sixty-Five or Older or Disabled, the original of which instrument, dated May 13, 2008, appears in the official minute book of the board, on file and open to the public at the office of the District.

I further certify that said meeting was open to the public, and that notice thereof was posted in compliance with the provisions of Tex. Gov't. Code Ann. § 551.001 et seq.

Witness my hand and the seal of said District, this 5-13-08.

  
Secretary



DOCUMENTATION REQUIRED FROM TAXING ENTITIES

Revised 03/22/06

Part One:

Administration/Financial Information required from the District:

1. Executed Interlocal agreement ✓
2. Names, addresses, phone numbers and email addresses of Board/Council Members → see attached.
3. Name, address, phone number and email address of representative of Delinquent Tax Attorney Firm → X
4. Order setting percentage of Delinquent Tax Attorney Firm collection fee. → For next year
5. Dates of Fiscal year cycle → 10/1 to 9/30 (Spring of 2009)
6. District Map of Boundaries (pertains to MUD, Water, LID, PID) → see attached
7. Written instructions concerning disbursement of funds:
  - By Check- name and address to whom checks and reports will be mailed
  - By Wire Transfer or ACH – routing number, bank account number, name of bank, how account is listed.
  - If TEXPOOL – the district will have to contact TXPOOL and provide Tax Office with account number and location
  - Name, address, phone number and email address of person that will be responsible for receiving the monthly and yearly reports and payments.

To be determined by new BKpr.

Part Two:

Information required to add delinquent accounts to the Tax Office System

1. Tax Years the District has been collecting taxes → Year 1: 2008
2. Tax Rate for each of those years broken out by Debt Service and Maintenance → Not set yet
3. Type and amount of exemptions offered for each of those years → see attached.
4. Hard copy of delinquent tax roll as of end of day of N/A with following information:
  - Account number
  - Certified Owner's name and address
  - Levy due per account, per year delinquent as of end of day N/A
  - Values – assessed and taxable for each account
  - Legal description
  - Delinquent roll summary of total levy due by year as of the end of day of N/A
5. List of accounts with frozen taxes and amount of the freeze for each account
6. All files on accounts that are under payment plans, bankruptcy, quarterly payments and or escrow payments. Files should reflect payment plan contracts, bankruptcy schedules, bankruptcy case number, payment history and account numbers involved.
7. Any rollback determination letters from CAD that have not been issued
8. A list of delinquent rollback accounts referencing year and amount due
9. A list of rollback accounts referencing year and amount due which have not been paid but are not yet delinquent.
10. Copies of any certified change orders not processed as of end of day of N/A.
11. Information on any pending re-sales
12. Copies of any Abatement Agreements
13. TIRZ – copy of agreements; listing of each account involved; previous payments
14. Copies of all backup concerning pending refunds.
15. Access to 5 years of historical payments. (required to process certified change orders from CAD.

New district

\*\*Delinquent Tax Roll and all totals should be provided in electronic format if possible. Provide a contact person for questions about electronic format. →

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