

PARKER COUNTY EMERGENCY SERVICES DISTRICT NO. 3
MINUTES OF SPECIAL MEETING OF BOARD OF COMMISSIONERS

Meeting held February 5, 2024
2110 Fort Worth Hwy.
Weatherford, TX 76086

Call to Order and Roll Call

- a. Meeting called to order by Commissioner Ed Huddleston at 9:03 a.m.
- b. A quorum was present. Commissioners Ed Huddleston, Jerry Stockon, Betty Reinert and Bret Privitt were present. Commissioner Jerry Brooks was absent. Also present at the meeting were District Administrator Donna Lambert, and Weatherford Fire Chief Jonathan Peacock.

Public Comments and Announcements

- a. None

Consent Items

- a. Motion made by Commissioner Huddleston and seconded by Commissioner Reinert to approve the minutes of the November 16, 2023, Regular Meeting with noted correction. Motion passed unanimously.

Incident Report

- a. Chief Peacock presented the Incident Reports for November and December 2023.
- b. No action taken.

Financial Reports

- a. The monthly bills, payroll, financial reports, and expenses for \$2,000.00 and above for November 2023 and December 2023 were reviewed.
- b. Motion made by Commissioner Reinert and seconded by Commissioner Stockon to approve the monthly bills, payroll, expenses of \$2,000.00 and above, and financial reports for November 2023 and December 2023. Motion passed unanimously.

District Accounts

- a. The board discussed the district accounts.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Stockon to set a minimum threshold for district checking accounts at \$450,000.00 and any funds over that amount to be moved to Tex Pool. Motion passed unanimously.

Station Lease

- a. The board discussed the term of the current station lease.
- b. No action was taken.

Property Maintenance

- a. The board discussed the current lawn maintenance service being utilized by the district and the possibility of a conflict of interest. After discussions, it was determined that there is no conflict of interest with current maintenance service.
- b. No action was taken.

East Parker County Chamber of Commerce

- a. The board reviewed the membership renewal.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Reinert to approve the membership renewal. Motion passed unanimously.

2022-2023 District Budget

- a. The board reviewed the final budget and Resolution for the Amended Budget for the 2022-2023 fiscal year.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Stockon to amend the budget as indicated and to adopt the Resolution Adopting Amended Budget. Motion passed unanimously.

Purchase Approval Requests

- a. No requests were made.
- b. No action was taken.

Building Modifications/State Requirements

- a. The board reviewed the quote to make the building modifications needed to meet state requirements.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Privitt to approve the quote for modifications and up to \$750.00 for drilling services. Motion passed unanimously.

District Apparatus

- a. An update for the new Brush Truck was given to the board. The radios have been installed and in-service training was in the process of being scheduled. Chief Peacock asked the board about equipment for the new truck.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Stockon to approve expenses up to \$17,000.00 for new equipment. Motion passed unanimously.
- c. The board requested that Commissioner Brooks move forward with deciding which truck to keep as a reserve brush truck.

Real Property

- a. The board discussed the invoice for the Replat Fees from the City of Hudson Oaks.
- b. No action was taken.

New Station Construction

- a. Commissioner Huddleston updated the board regarding discussions with the City of Hudson Oaks.
- b. No action was taken.

Agenda, Time, and Date for Next Meeting

- a. The next board meeting was scheduled for February 14, 2024, at 9:00 a.m. at 2110 Fort Worth Highway, Weatherford, TX 76086.

Adjourn

- a. Motion made by Commissioner Reinert and seconded by Commissioner Huddleston to adjourn the meeting.
- b. Commissioner Huddleston adjourned the meeting at 10:18 a.m.

The Parker County Emergency Services District 3 Board of Commissioners approved the above minutes at its regular meeting held on March 21, 2024.

PARKER COUNTY EMERGENCY SERVICES DISTRICT NO. 3
MINUTES OF SPECIAL MEETING OF BOARD OF COMMISSIONERS

Meeting held February 14, 2024
2110 Fort Worth Hwy.
Weatherford, TX 76086

Call to Order and Roll Call

- a. Meeting called to order by Commissioner Ed Huddleston at 9:00 a.m.
- b. A quorum was present. Commissioners Ed Huddleston, Jerry Brooks, Jerry Stockon, Betty Reinert and Bret Privitt were present. Also present at the meeting were District Administrator Donna Lambert, and Weatherford Fire Chief Jonathan Peacock.

Swearing In

- a. Recently reappointed Commissioners Brooks and Stockon were sworn into office by Commissioner Huddleston.

Public Comments and Announcements

- a. None

Real Property/ New Station

- a. The board discussed property owned by the District and the need for a new fire station. Commissioner Brooks expressed his concern with the Inspiration Drive location due to the accessibility issues. Commissioner Brooks stated that with the retail and apartment traffic it would be difficult to respond in a timely manner due to narrow roadways. Commissioner Brooks explained the Opticom system and reported that the transponder system is a far superior system.

Commissioner Reinert agreed with Commissioner Brooks on all points, especially the issue of restricted access.

Commissioner Stockon spoke about the city having offered the corner lot on Inspiration Drive to the District. Commissioner Stockon reported that he is in favor of the Inspiration Drive location in order to provide a new station in the near future.

Commissioner Privitt reported that he is convinced that the ESD is unable to build on the South Lakeshore property due to the opposition from the City of Hudson Oaks. Commissioner Privitt stated that he would prefer the South Lakeshore but that Inspiration Drive would be the next best option, but only with a traffic control system in place.

Commissioner Huddleston reported that he has spoken with City of Hudson Oaks City Manager Sterling Naron and explained the delay. Commissioner Huddleston stated that he would be in favor of the Inspiration Drive property but only with traffic control and the corner house being removed by the City. Commissioner Huddleston discussed the requirements to be met by the City in order for the Inspiration Drive location to work.

- b. Motion made by Commissioner Huddleston and seconded by Commissioner Stockon to build a new fire station on Inspiration Drive on the corner lot across from City Hall, if and only if, the City of Hudson Oaks agrees to demolish the house at their cost, if and only if, we get enough land to build the originally designed station, that the sewer system attaches to the City's septic grinder, the Opticom system be installed and that City Tap Fees are waived. Motion passed 4-1 with Commissioner Reinert opposing.
- c. Motion made by Commissioner Huddleston and seconded by Commissioner Brooks not to replat the South Lakeshore property. Motion passed unanimously.

Incident Report

- a. Chief Peacock presented the Incident Reports for January 2024.
- b. No action taken.

Financial Reports

- a. The monthly bills, payroll, financial reports, and expenses for \$2,000.00 and above for January 2024 were reviewed.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Brooks to approve the monthly bills, payroll, expenses of \$2,000.00 and above, and financial reports for January 2024. Motion passed unanimously.

Purchase Approval Requests

- a. No requests were made.
- b. No action was taken.

Personnel Matters

Commissioner Huddleston called for Executive Session at 9:49 a.m.

Commissioner Huddleston called for Open Session at 10:04 a.m.

- a. Motion made by Commissioner Huddleston and seconded by Commissioner Privitt to propose a one-time pay adjustment for District Administrator Donna Lambert to an annual salary of \$60,500.00. Motion passed unanimously.

District Apparatus

- a. The board discussed the district apparatus.
- b. No action was taken.

Agenda, Time, and Date for Next Meeting

- a. The next board meeting was scheduled for March 21, 2024, at 9:00 a.m. at 2110 Fort Worth Highway, Weatherford, TX 76086.

Adjourn

- a. Motion made by Commissioner Brooks and seconded by Commissioner Huddleston to adjourn the meeting.
- b. Commissioner Huddleston adjourned the meeting at 10:09 a.m.

The Parker County Emergency Services District 3 Board of Commissioners approved the above minutes at its regular meeting held on March 21, 2024.