

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

Meeting held July 9, 2013 at 8:00 A.M.  
held at Hudson Oaks Public Safety Building  
located at 150 North Oakridge Drive  
Hudson Oaks, Texas

**Call to Order and Roll Call**

- a. Meeting called to order by Commissioner Steve Malley at 8:03 a.m.
- b. Roll call was taken. Present were Commissioners Steve Malley, Jerry Brooks, Marcus Carter and Weldon Wallace. Former Commissioner Marc Povero joined the meeting at 8:12 a.m. Also present were Fire Chief Pat English, Donna Lambert, Administrative Assistant, Mayor of Annetta North Rob Watson and Brian Smith of The Weatherford Democrat.

**Public Comments and Announcements**

- a. Commissioner Malley asked for public comment.
- b. No public comment.

**Swearing In**

- a. The recently appointed Commissioner was unable to attend the meeting due to a prior commitment.
- b. No action taken.

**Consent Items**

- a. Motion made by Commissioner Brooks and seconded by Commissioner Carter to approve the Minutes of the June 18, 2013 Regular Meeting. Motion passed unanimously.
- b. Motion made by Commissioner Wallace and seconded by Commissioner Carter to approve the Minutes of the June 18, 2013 Special Meeting. Motion passed unanimously.

**Fire Chief Report**

- a. The Chief's Report was reviewed and discussed.
- b. Motion made by Commissioner Carter and seconded by Commissioner Brooks to accept the Chief's Report. Motion passed unanimously.

**Treasure Report**

- a. The monthly bills, invoices and payroll for June, 2013 were reviewed. Motion made by Commissioner Wallace and seconded by Commissioner Brooks to approve the monthly bills, invoices and payroll for the month of June, 2013. Motion passed unanimously.
- b. Motion made by Commissioner Wallace and seconded by Commissioner Carter to approve the June 2013 expenses of \$2,000.00 and above. Motion passed unanimously.
- c. The District Financial Reports were reviewed. Motion made by Commissioner Carter and seconded by Commissioner Brooks to accept the Financial Reports. Motion passed unanimously.

**District Accounts**

- a. The board reviewed district account balances.

- b. Motion made by Commissioner Wallace and seconded by Commissioner Brooks to transfer First Financial Money Market account funds in the amount of \$3,000.00 to the Compass Bank Money Market account to avoid bank charges. Motion passed unanimously.

#### **Tax Planning Calendar**

- a. The board reviewed the 2013 Tax Planning Calendar.
- b. Motion made by Commissioner Carter and seconded by Commissioner Wallace to adopt the 2013 Tax Planning Calendar. Motion passed unanimously.

#### **Audit Services**

- a. The board reviewed the engagement letter from George, Morgan and Sneed, P.C..
- b. Motion made by Commissioner Brooks and seconded by Commissioner Carter to accept the engagement letter from George, Morgan and Sneed, P.C. for the 2012-2013 Fiscal Audit. Motion passed unanimously.

#### **Expansion of District Boundaries**

- a. Mayor Rob Watson presented the board with a petition for the Annetta North service area to be annexed into the ESD#3 district. The petition was received by Commissioner Wallace.
- b. Motion made by Commissioner Wallace and seconded by Commissioner Brooks to accept the petition. Motion passed unanimously.
- c. Motion made by Commissioner Wallace and seconded by Commissioner Carter to Order a Public Hearing to be held on August 13, 2013 at 6:30 pm at the Hudson Oaks Public Safety Building, 150 N. Oakridge Drive, Hudson Oaks, Texas. Motion passed unanimously.

#### **4<sup>th</sup> of July Activities**

- a. The board reviewed the recent 4<sup>th</sup> of July, Boomin 4<sup>th</sup> event and district participation.
- b. No action taken.

#### **Surplus/Salvage Property**

- a. The Chief reviewed a list of salvage and surplus district property.
- b. Motion made by Commissioner Brooks and seconded by Commissioner Carter to adopt the Resolution Authorizing Disposition of Surplus Property and the Resolution Authorizing Disposition of Salvage Property to the Texas Forest Service Helping Hands organization. Motion passed unanimously.

#### **Emergency Services**

- a. The board reviewed issues relating to a possible contract with the City of Weatherford for fire and emergency response services.
- b. No action taken.

#### **Legal Services**

- a. The board discussed retaining legal services for contract negotiations with the City of Weatherford.
- b. Motion made by Commissioner Wallace and seconded by Commissioner Carter to retain the Carlton Law Firm for legal services relating to contract negotiations. Motion passed unanimously.

#### **Building Lease**

- a. The board discussed the expenses for building and office space.
- b. No action taken.

#### **Real Property**

- a. The board discussed the available property in the district.
- b. No action taken.

**Agenda, Time and Date for next meeting**

- a. The next regular meeting was scheduled for August 13, 2013 at 7: 00 p.m. at the Hudson Oaks Public Safety Building, Hudson Oaks, Texas.
- b. A Public Hearing was scheduled for August 13, 2013 at 6:30 p.m. at the Hudson Oaks Public Safety Building, Hudson Oaks, Texas.

**Adjournment**

- a. Motion made by Commissioner Brooks and seconded by Commissioner Carter to adjourn meeting. Motion passed unanimously.
- b. Meeting adjourned at 9:47 a.m.

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Weldon Wallace, Secretary-Treasurer