

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

Meeting held August 12, 2014  
at Hudson Oaks Public Safety Building  
150 North Oakridge Drive  
Hudson Oaks, Texas

**Call to Order and Roll Call**

- a. Meeting called to order by Commissioner Stephen Malley at 8:03 a.m.
- b. Roll call was taken. Present were Commissioners Stephen Malley, Weldon “Wally” Wallace, Jerry Brooks and Ed Huddleston. Commissioner Marcus Carter was absent. Also present at the meeting were Fire Chief Pat English, Donna Lambert, Administrative Assistant, Division Chief Jonathan Peacock of Weatherford Fire Department and Rob Watson, district resident.

**Public Comments and Announcements**

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

**Consent Items**

- a. Motion made by Commissioner Brooks and seconded by Commissioner Wallace to approve the Minutes of the July 8, 2014 meeting. Motion passed unanimously.

**Fire Chief Report/ Incident Reports**

- a. The Chief’s Report and Incident Reports were reviewed and discussed. Fire Chief Pat English informed that board that an ISO Rating Review has just been completed. The District, which currently had an ISO Rating of 4, had been re-rated as an ISO Rating of 3.
- b. Motion made by Commissioner Brooks and seconded by Commissioner Wallace to accept the Chief’s Report. Motion passed unanimously.
- c. Motion made by Commissioner Brooks and seconded by Commissioner Wallace to accept the incident reports. Motion passed unanimously.

**Treasure Report**

- a. The monthly bills, invoices and payroll for July 2014 were reviewed. Motion made by Commissioner Wallace and seconded by Commissioner Brooks to approve the monthly bills, invoices and payroll for the month of July, 2014. Motion passed unanimously.
- b. Motion made by Commissioner Wallace and seconded by Commissioner Brooks to approve the July 2014 expenses of \$2,000.00 and above. Motion passed unanimously.
- c. The financial reports were reviewed. Motion made by Commissioner Brooks and seconded by Commissioner Wallace to approve the financial reports for July, 2014. Motion passed unanimously.

**Real Property**

- a. Resident Rob Watson spoke to the board regarding the Town of Annetta North and a possible real estate purchase. Mr. Watson conveyed to the board that the council for Annetta North would like the ESD to consider building a fire station on this property to provide better emergency response services for the residents in that area. The board discussed the need for a station on the south side of the district.

- b. No action taken.

#### **District Accounts**

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

#### **Mutual/Automatic Aid Agreements**

- a. The Mutual Aid Agreement and the Automatic Aid Agreement were discussed.
- b. Motion made by Commissioner Brooks and seconded by Commissioner Huddleston to approve the Mutual Aid Agreement and authorize Fire Chief English to sign the Agreement. Motion passed unanimously.

#### **District Budget 2014-2015**

- a. The board discussed district expenses, personnel expenses and employee benefits.
- b. Motion made by Commissioner Wallace and seconded by Commissioner Huddleston to increase salaries by 8% which increase is dedicated for a Roth IRA savings plan and to cancel the current Simple IRA. Motion passed unanimously.
- c. Motion made by Commissioner Wallace and seconded by Commissioner Brooks to purchase a utility trailer from the 2013-2014 budget funds. Motion passed unanimously.
- d. Motion made by Commissioner Brooks and seconded by Commissioner Wallace to adopt the 2014-2015 Budget. Motion passed unanimously.

#### **Tax Planning Calendar**

- a. The tax planning calendar was reviewed.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Wallace to adopt the Tax Planning Calendar. Motion passed unanimously.

#### **2014 Tax Rate**

- a. Motion made by Commissioner Malley and seconded Commissioner Wallace to establish a proposed tax rate at \$.10 per \$100 property valuation. Motion passed with Commissioner (s) voting as follows:

1. Commissioner Stephen Malley: For
2. Commissioner Jerry Brooks: For
3. Commissioner Weldon "Wally" Wallace: For
4. Commissioner Marcus Carter: Not present
5. Commissioner Ed Huddleston: For

- b. Motion made by Commissioner Malley and seconded by Commissioner Brooks to schedule two public hearings for September 2, 2014 and September 9, 2014, and to authorize the publication of "notice of Public Hearing on Tax Increase" in the Weatherford Democrat. Motion passed unanimously.

#### **Emergency Management Coordinator**

- a. The board discussed filling the coordinator position of the recently adopted Emergency Management Plan.
- b. Motion made by Commissioner Brooks and seconded by Commissioner Wallace to appoint Stephen Malley as the District Emergency Management Coordinator. Motion passed unanimously.

#### **District Boundaries**

- a. The board discussed the upcoming annexation election.
- b. No action taken.

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

- a. Public hearings were scheduled for September 2, 2014 and September 9, 2014 at 8:00 am at the Hudson Oaks Public Safety Building, Hudson Oaks, Texas.

- b. The next regular meeting was scheduled for September 9, 2014 at 8:00 a.m. at the Hudson Oaks Public Safety Building, Hudson Oaks, Texas.

**Adjournment**

- a. Motion made by Commissioner Wallace and seconded by Commissioner Huddleston to adjourn meeting. Motion passed unanimously.
- b. Meeting adjourned at 9:31 am.

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Weldon Wallace, Secretary-Treasurer  
Board of Commissioners