

**PARKER COUNTY EMERGENCY SERVICES DISTRICT NO. 3**  
**MINUTES OF REGULAR MEETING OF BOARD OF COMMISSIONERS**  
Meeting held January 31, 2019 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 Ed Huddleston at 8:00 am.
- b. A quorum was present. Commissioners Ed Huddleston, Jerry Brooks, Wally Wallace, Elvera Johnson and Betty Reinert were present. Also present at the meeting were District Fire Chief Ron Schultz, Administrator Donna Lambert and Weatherford Fire Chief Paul Rust.

**Public Comments and Announcements**

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

**Consent Items**

- a. Motion made by Commissioner Wallace and seconded by Commissioner Reinert to approve the Minutes of the December 17, 2018 Regular Meeting. Motion passed unanimously.

**Fire Chief's Report**

- a. No report was available.

**Incident Report**

- a. Weatherford Fire Chief Paul Rust presented the Incident Report for December, 2018.
- b. No action taken.

**Treasurer Report**

- a. The monthly bills, invoices and payroll for December 2018 were reviewed. Motion made by Commissioner Brooks and seconded by Commissioner Reinert to approve the monthly bills, invoices and payroll for December 2018. Motion passed unanimously.
- b. Monthly expenses of \$2,000.00 were reviewed. Motion made by Commissioner Brooks and seconded by Commissioner Reinert to approve expenses of \$2,000.00 and above. Motion passed unanimously.
- c. Financial Reports were reviewed. District accounts were discussed. Motion made by Commissioner Johnson and seconded by Commissioner Reinert to move funds from Texas Bank Accounts #5572, #5573 #7007, Plains Capital and Ciera Bank into 3 Certificate of Deposits at First National Bank with the option for 3 no penalty withdrawals from each CD. Motion passed unanimously.

**Purchase Requests**

- a. The one Purchase Request was discussed.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to table this item. Motion passed unanimously.

**2017-2018 District Budget**

- a. The board reviewed the final budget for the previous fiscal year.
- b. Motion made by Commissioner Johnson and seconded by Commissioner Brooks to adopt the Resolution Adopting Amended Budget.
- c. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to transfer reserve funds from the final 2017-2018 Budget in the amount of \$452,873.02 into a Certificate of Deposit earning 3.00% with 3 no penalty withdrawals at First National Bank. Motion passed unanimously.

**Open Records Requests**

- a. The board discussed recent record requests and the cost to the district for those requests.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to table this item. Motion passed unanimously.

**District Insurance**

- a. The Auto and Commercial Package insurance policy renewal documents were reviewed and discussed.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to approve the renewal of the Auto and Commercial Package Insurance Policies with VFIS Insurance Group and to investigate the policy increase of replacement cost coverage. Motion passed unanimously.

**Agreement**

- a. The board discussed the Agreement between the District and Hudson Oaks Volunteer Fire Department, Inc.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Brooks to table this item. Motion passed unanimously.

**Chain of Command**

- a. The board discussed the Chain of Command.
- b. No action taken.

**District Apparatus**

- a. District apparatus was discussed. Commissioner Huddleston requested that Chief Schultz have bids for a new engine available at the next board meeting.

**Joint Operating Agreement**

- a. The agreement was discussed.

**Fire Protection Agreements**

- a. Commissioner Huddleston informed the board that he met with Parker County ESD1 Fire Chief Stephen Watson and Rena Peden, President.

**Joint Agreement**

- a. City of Hudson Oaks Mayor Marc Povero addressed the board. He agreed to meet with the district concerning a possible Joint Agreement.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to table the items of District Apparatus, Joint Operating Agreement, Fire Protection Agreements and a Joint Agreement with the City of Hudson Oaks. Motion passed unanimously.

Commissioner Huddleston called for Executive Session at 10:35 am.

Commissioner Huddleston called for Open Session at 12:15 pm

**Real Property**

- a. The board discussed real property and progress made on the land deal.
- b. No action taken.

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

- a. The next regular meeting was scheduled for February 21, 2019 at 8:00 am at the Hudson Oaks Public Safety Building, Hudson Oaks, Texas

**Adjournment**

- a. Motion made by Commissioner Huddleston and seconded by Commissioner Brooks to adjourn the meeting. Motion passed unanimously.
- b. Commissioner Huddleston adjourned the meeting at 12:30 pm.

The Parker County Emergency Services District No. 3 Board of Commissioners approved the above minutes at its regular meeting on February 21, 2019.