

MINUTES OF THE SEPTEMBER 9, 2019 MEETING OF THE
BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3

A meeting was duly called of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**, which was held on **September 9, 2019**, at the District's Manvel VFD Station, 6212 Masters Road, Manvel, Texas 77578

The meeting was called to order at 6:31 P.M. by **DARRELL VALUSEK**, District President. Those commissioners present were **DARRELL VALUSEK, FRANK HAGDORN, MATT GLAVES**, and **ROY BEKEN**. Commissioner **MIKE JONES** was not present. Also present were District Executive Director Dave Ferguson, District legal counsel John Peeler of Coveler & Peeler, PC, as well as chiefs, directors, members of the District's fire and emergency medical service providers, and members of the public.

The Board opened the floor for public comment under item 2 of the agenda. Neal Morton addressed the Board stating he had been asked to facilitate an improved relationship between commissioners, administration, and providers. Mr. Morton stated he was not speaking on behalf of any one group, but believes trust and communication are the main issues. Mr. Morton noted there was a serious trust issue and once the trust is built then the communication will follow.

The Board next addressed item 3, to review and approve the consent agenda. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to approve the consent agenda consisting of financial matters and minutes of prior meetings. The motion was approved by a vote of 4 to 0.

The Board then addressed item 4, the Non-Consent Agenda, including items removed from the Consent Agenda. No items submitted.

The Board then addressed agenda item 5, approval of sales of properties held in trust by Brazoria County Tax Office. No action was taken as no property files were received from the County.

The Board then addressed item 6, to adopt the District 2019 ad valorem tax rate. After review, motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to adopt a tax rate of \$.10/\$100 for 2019. After discussion, the motion was approved by a vote of 4 to 0.

The Board addressed item 7, to modify District administrative procedures. No action taken.

The Board then addressed item 8, to authorize the purchase of accounting software. Mr. Ferguson reported the short comings of the current accounting software. Ms. Strope noted the current software is not for governmental reporting and not meeting the needs of the District. Ms. Strope presented proposals for three accounting software programs and noted Cougar Mountain had better capabilities for specific reports. After review and discussion Mr. **GLAVES** made a motion to approve purchase of the Cougar Mountain software. The motion was seconded by Mr. **BEKEN**. Motion was approved by a vote of 4 to 0.

The Board then addressed item 9, to authorize the capital purchase of ambulance(s). Mr. Ferguson advised the Board the District has allocated dollars toward a purchase of one new ambulance in this fiscal year. Mr. Ferguson presented quotes from Siddons-Martin Apparatus and Frazer. Mr. Ferguson proposed a change to the Siddons-Martin Wheeled Coach due to the larger, more rugged F450 chassis and includes the addition of storage space and a sealed external compartment for SCBA's and firefighting PPE. Mr. Ferguson also proposed the purchase of an additional ambulance, for the District, to be budgeted for in fiscal year 2020. Mr. Ferguson advised, if both ambulances were to be purchased this year, with scheduled delivery in January, we could secure both ambulances at a slightly discounted rate and ensure that we alleviate the immediate need for ambulances across the District. A motion was made by Mr. **GLAVES**, seconded by Mr. **HAGDORN** to authorize purchase of two Siddons-Martin Wheeled Coaches as specified. After discussion, the motion was approved by a vote of 4 to 0.

The Board then addressed agenda items 10 and 11, Closed Session. The Board entered Closed Session to consult with legal counsel and to deliberate regarding real estate at 7:02 P.M. and returned to open session at 7:49 P.M.

The Board then addressed agenda item 12, the development of fire and/or EMS facilities including, but not limited to, approving architectural designs and/or establishing a budget for current and/or future projects. Mr. Ferguson reminded the Board there was a pending decision from the special meeting from September 5, 2019 on how to proceed

with the construction of the new fire station. Mr. HAGDORN had requested the staff to create an amortization schedule over a 20-year period. Mr. HAGDORN believes the District should consider adding the Administrative section to the building. Mr. BEKEN asked about prices for rental of office space. Mr. HAGDORN noted that it would be cheaper to build onto this building than to purchase or lease another building. Mr. **HAGDORN** made a motion to proceed to build alternate 2, building with the administration alternate. Mr. **BEKEN** seconded the motion. After continued discussion, motion passed by a vote of 4 to 0.

The Board addressed agenda item 13, the acquisition of real property including, but not limited to, receiving information and engaging professional services. Mr. Peeler recommended a motion authorizing Mr. VALUSEK to execute a contract for the purchase of real property pending approval of the owner/seller. Mr. **BEKEN** made a motion, seconded by Mr. **GLAVES** to authorize such execution. Motion carried by a vote of 4 to 0. Mr. Peeler recommended a second motion authorizing Mr. VALUSEK to accept a donation of real property of behalf of the District upon approval by the owner/donor. Mr. **BEKEN** made a motion, seconded by Mr. **GLAVES** to authorize the acceptance of the donation. Motion carried by a vote of 4 to 0.

The Board then addressed agenda item 14, approval of minor renovations/repairs to District or contracted provider facilities including the selection of vendors for same. Mr. Ferguson advised the Board that earlier in the year funds were set aside in the budget for repairs to the fire station in Liverpool as well as maintenance that is needed on the property. Mr. Ferguson requested authorization of the expenditure of those dollars pending resolution of the acquisition of the property. Motion made by Mr. **GLAVES**, seconded by Mr. **BEKEN** to expend funds for said repairs upon completion of the transfer of the property. After discussion, motion carried by a vote of 4 to 0.

The Board addressed agenda item 15, to consider an interlocal agreement for emergency services with Brazoria County MUDs 21 and 22. Mr. Ferguson advised the Board that MUDs 21 and 22 have formally asked for a proposal for Fire and EMS services. Mr. Ferguson requested authorization to deliver the formal proposal to MUDs 21 and 22 as presented to the Board. Mr. **BEKEN** made a motion and seconded by Mr. **HAGDORN**

to authorized Mr. Ferguson to deliver the proposal to MUDs 21 and 22. After discussion, motion carried with a vote of 4 to 0.

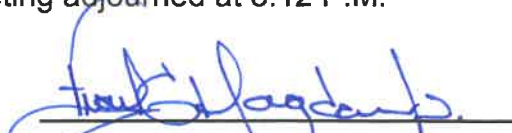
The Board then addressed agenda item 16, to review any and all issues related to coverage of the District by emergency services providers, including, but not limited to funding emergency services, coverage areas, proposed consolidation of providers, proposed assumption of services, directly by the District, including hiring personnel, and placement of emergency services facilities, vehicles, and equipment. Mr. Ferguson advised the Board that Mr. Owens has been working to resolve some issues that have been brought to the staff's attention by the County Engineer's office as well as HGAC, the 911 system. Mr. Owens reported to the Board that there were multiple errors in the 911 mapping and concerns from the staff of the extended response areas. Mr. Owens requested consideration of altering the response map for each area. Mr. Owens advised this is still in the early stages, as he still needs to meet with the providers and the cities. No action needed on this item.

The Board addressed agenda item 17, to approve the settlement of any pending lawsuit. Mr. Peeler advised the Board, the Holiday Lakes lawsuit is not progressing towards settlement as we'd hoped. Mr. Peeler requested approval to notice Harold Douglas for deposition. Motion made by Mr. **BEKEN**, seconded by Mr. **GLAVES** to approve the request made by Mr. Peeler. Motion carried by a vote of 4 to 0.

The Board took no action on agenda item 18, to revise emergency services provider funding including, but not limited to, additional operations funding, funding for grant matches, and capital advances.

The Board then addressed agenda item 19, emergency requests from providers for funds for, but not limited to, urgent repairs or replacement of equipment necessary to ensure safety to providers and the public. No action taken.

There being no further business brought before the Board, nor any further public comment upon Motion made, the meeting adjourned at 8:12 P.M.


Secretary of the Board