

**PARKER COUNTY EMERGENCY SERVICES DISTRICT NO. 3**  
**AGENDA**

May 12, 2020

Notice is hereby given that a **regular meeting** of the Board of Commissioners of Parker County Emergency Services District No. 3 will be held on **May 12, 2020 at 8:00 a.m.**, at the Hudson Oaks Public Safety Building located at 150 N. Oakridge Drive, Hudson Oaks, Texas, for the following purposes:

1. Call meeting to order;
2. Public Comment: In accordance with the Office of the Texas Attorney General, any public comment that is made on an item that is not on the published final agenda will be heard, but not addressed, by the Board of Commissioners. No formal action, discussion, deliberation, or comment will be made by the Board of Commissioners;

**CONSENT ITEMS**

3. Minutes of the April 14, 2020 Regular Meeting;

**REPORTS;**

4. Receive monthly reports from the District Fire Chief regarding emergency operations, response times, call volume, training activities, firefighter employment issues, inspections and management activities;
5. Receive report from service contract provider (City of Weatherford) and review monthly incident reports;

**DISCUSSION/ACTION ITEMS**

Financial Matters

6. Receive monthly financial report from the Treasurer and consider taking related action, including:
  - (a) approval of payment of monthly bills, invoices and payroll for April 2020;
  - (b) approval of payment of expenses of \$2,000.00 and above;
  - (c) approval of financial reports for April 2020;
7. Discuss and consider action regarding Purchase Approval Requests;

Miscellaneous

8. Consider the Emergency Proclamation and take action thereon by:
  - (a) Discontinuing the Proclamation;
  - (b) Continuing the Proclamation;
  - (c) Modifying the Proclamation.
9. Discuss and consider action relating to Hudson Oaks Volunteer Fire Department, including but not limited to the Agreement Between Parker County Emergency Services District No. 3 and Hudson Oaks Volunteer Fire Department, Inc.;

10. Discuss and consider action relating to personnel for the fire station;
  - (a) Administrative Assistant, Brenda Pullen
  - (b) Administrator, Donna Lambert
  - (c) Fire Chief, Ron Schultz
11. Discuss and consider action relating to Insurance, including;
  - (a) Auto Policy;
  - (b) Worker's Compensation;
  - (c) Accident & Sickness;
12. Discuss and consider action relating to Annexation letter from the City of Weatherford;
13. Discuss and consider action relating to ESD Administrative office;
14. Discuss and consider action relating to Brush Trailer Program;
15. Discuss and consider action relating to District patch and associated purchases;
16. Discuss and consider action relating to construction of a new fire station, including,
  - (a) Schematic Design for the ESD3 Fire Station,
  - (b) Preliminary budget based on current design for the ESD3 Fire Station,
  - (c) Proposals for 2 Geotechnical Engineers for the Geotechnical Investigation on the site, one should be chosen,
  - (d) A proposal from current surveyor to move forward with the Topographic and tree survey;
17. Discuss and consider action relating to district apparatus;
18. Discuss agenda, time and date for next meeting;
19. Adjourn.

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Parker County Emergency Services District No. 3 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Donna Lambert, Administrator for Parker County Emergency Services District No. 3 at (817) 599-0576 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items not on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/he may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation or of decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.

I, Donna Lambert, hereby certify that notice of the above meeting was posted near the front door of the Hudson Oaks Public Safety Building, 150 N. Oakridge Drive, Hudson Oaks, TX, a place readily accessible to the public at all time, on the \_\_\_\_ day of April, 2020 at 5:00 pm, and it remained continuously posted for at least seventy-two (72) hours immediately preceding said meeting, and that said meeting and that said notice was posted in accordance with Chapter 551 of the Texas Government Code.

Donna Lambert  
District Administrator