

Minutes of the Meeting

EMERGENCY SERVICES DISTRICT NO. 4 OF BRAZORIA COUNTY, TEXAS

The Board of Commissioners of the Brazoria County Emergency Services District No. 4 met in a Meeting on January 14, 2019, at 6:30 p.m., at the County annex building, 3633 CR 58, Manvel, Texas 77578.

1. Call meeting to order.

The meeting was called to order by Commissioner Keith Bonner at 6:30 p.m.

2. Roll call of Board of Commissioners.

The roll was called of the duly appointed members of the Board, to wit:

Keith Bonner	President
Chad Thumann	Vice President
Jack Callaway	Secretary
Caye Hauser	Treasurer
Bill Brummett	Assistant Treasurer

All of said Commissioners were present, thus constituting a quorum.

Also present for all or part of the meeting were the following: Mary Shine and Alexandra Golden with the District Attorney's Office, Precinct 3 Commissioner Stacy Adams, Brian Owens with ESD No. 3, Jason Cordoba with Cordoba Law Firm, Donoman Williams Book Keeping and Treacy Ware with Off Cinco Web Design.

3. Roll call of providers.

The roll was called of the providers, to wit:

All of said Providers were present, (except _____).

4. **Public Comment.**
No public comments were made.
Legal to develop the public speaking policy.

OPEN

5. **Approve minutes from prior meetings.**

Motion by Commissioner Chad Thumann,

Seconded by Commissioner Bill Brummett,

to approve as presented the Minutes of the Meeting held on Tuesday, December 18, 2018.

Motion approved with all voting aye.

OPEN

6. **Receive and approve the District's financial report.**

Tabled until next meeting.

Motion by Commissioner _____,

Seconded by Commissioner _____,

to approve as presented the District financial report.

OPEN

7. Consider engagement of Legal Counsel to represent the District.

Motion by Commissioner Chad Thumann,

Seconded by Commissioner Bill Brummett,

to approve as presented: Jason Cordoba with Cordoba Law Firm made a presentation and answered questions.

Motion approved with all voting aye. COMPLETE

8. Location of District Administrative Office.

Motion by Commissioner Bill Brummett,

Seconded by Commissioner Jack Callaway,

Mailing Address:

7918 Broadway
Suite 104
Pearland, Texas 77581

Meeting Address:

3633 CR 58, Manvel, Texas 77578

Motion approved with all voting aye. COMPLETE

9. Discuss Seal.

Motion by Commissioner Chad Thumann,

Seconded by Commissioner Jack Callaway,

To approve the rough draft logo/seal design with final design approval at a later date.
Brian Owens of ESD3 offered to design a seal and Caye Hauser will assist in the design.

Motion approved with all voting aye. OPEN

10. Banking

Motion by Commissioner _____,

Seconded by Commissioner _____,

to approve as presented the: a Federal Tax ID is needed. Request was made for Cordoba Legal to draft a letter to the banks and secure an EIN.

OPEN

11. Discuss Website

Motion by Commissioner _____,

Seconded by Commissioner _____,

Treacy Ware with Off Cinco made a presentation about website design, layout and costs. Website decision was tabled at this time.

Motion was made to accept the "BCESD4.COM" internet address. Motion was made by Commissioner Chad Thumann and Second by Commissioner Jack Callaway.

Motion approved with all voting aye. OPEN

12. Discuss possible date change for monthly meetings.

Motion by Commissioner Chad Thumann,

Seconded by Commissioner Caye Hauser,

to approve as presented the moving of the monthly meeting from the second Monday to the fourth Monday of each month.

Motion approved with all voting aye. COMPLETED

13. Potential Interlocal Agreement with County.

Motion by Commissioner Chad Thumann,

Seconded by Commissioner Bill Brummett,

to approve as presented subject to legal approval.

Motion approved with all voting aye. OPEN

14. Potential contracts with governmental entities for services.

Motion by Commissioner Caye Hauser,

Seconded by Commissioner Bill Brummett,

to approve as presented the assigned legal to draft letters of interest to potential emergency service providers.

Motion approved with all voting aye. OPEN

15. Banking and Book Keeping

Motion by Commissioner _____,

Seconded by Commissioner _____,

Decision was made to draft letters of interest to banks for services. Donoman Williams Book Keeping made a presentation of their available book keeping services. Brian Owens of ESD3 made a presentation of what services ESD3 could provide. Request was made for both service providers to provide quotes for service at the next meeting.

OPEN

16. Budget timelines/taxing information.

Motion by Commissioner _____,

Seconded by Commissioner _____,

Commissioners Chad Thumann and Caye Hauser are to meet with County Tax Assessor Ro'vin Garrett to discuss.

OPEN

17. Training.

Motion by Commissioner _____,

Seconded by Commissioner _____,

Tabled joining the SAFE-D training. All Commissioners have taken the Open Meetings Act training. Four Commissioners still need to take the Public Information Act training. All OMA and PIA training needs to be completed before the February ESD4 Commissioners meeting.

OPEN

18. Open Meeting Information.

Motion by Commissioner _____,

Seconded by Commissioner _____,

COMPLETED

19. Consider filing of Public Official Bond Application with Brazoria County pursuant to Texas Health Code Section 775.037.

Motion by Commissioner _____,

Seconded by Commissioner _____,

Mary Shine to contact the County Auditors office about getting the Commissioners bonds.
Tabled until next month.

OPEN

20. Pay the District's Bills.

Motion by Commissioner _____,

Seconded by Commissioner _____,

Tabled

OPEN

21. Approve request submitted by the contracted service providers for the purchase of equipment, vehicles or apparatus needed to provide emergency services to the District.

Motion by Commissioner _____,

Seconded by Commissioner _____,

Tabled

OPEN

22. To discuss items which are to be placed on the agenda for the next meeting.

1. All open and tabled items.
2. _____
3. _____
4. _____
5. _____

23. Adjourn

The meeting was adjourned at 8:50 p.m.