

# 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 June 24, 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 (except Jack Callaway), thus constituting a quorum. Commissioner Callaway arrived later.

Also present for all or part of the meeting were the following: Mr. Hauser, Meta Kirby, Jason Cordoba with Cordoba Law Firm, Battalion Chief Mark Campise with Pearland Fire Dept and Brazoria County Precinct 3 Commissioner Stacey Adams.

### 3. 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 Monday, May 6, 2019.

Motion approved with all voting aye.

**4. Receive and approve Bookkeepers Financial Report of the District Financial Matters.**

Motion by Commissioner Bill Brummett,

Seconded by Commissioner Chad Thumann,

to approve as presented the District financial report.

Motion to pay outstanding District bills.

Motion by Commissioner Bill Brummett,

Seconded by Commissioner Chad Thumann,

To pay OffCinco invoices due and Cardoba Law invoices due.

**5. Treasurer to give out “login token keychains” to Commissioners on the bank account.**

**6. Public comment.**

Battalion Chief Mark Campise with Pearland Fire Dept spoke.

**7. Discuss and consider Potential Service Providers and consider action.**

Battalion Chief Mark Campise with Pearland Fire Dept gave a mid-year report.

**8. Discuss and consider changing the meeting location to building options provided by the City of Pearland.**

Discussed the options of moving the Districts meetings to either the Westside Event Center or the David L. Smith building.

Motion was made to move the meeting location to the David L. Smith Fire Administration building at 2703 Veterans Drive pending final City approval.

**9. Discuss and consider changing the Districts Administration Mailing Address.**

Discussion was made about relocating the districts mailing address to 85 Oak Drive, Suite 102, Lake Jackson, Texas 77566

Motion by Commissioner Chad Thumann,

Seconded by Commissioner Jack Callaway,

Motion approved to change the districts mailing address to 85 Oak Drive, Suite 102, Lake Jackson, Texas 77566

**10. Discuss and consider District Website.**

Discussed each Commissioners need for a personal ESD4 email address. Decision was made that this was not necessary at this time and will forward emails from <http://www.bcesd4.com/> as needed.

In the future we need to develop a FAQ page. Need to update the ESD4 District Admin mailing address. Mark Campise with Pearland Fire Dept to inquire if ESD4 can post pictures of the PFD Fire Trucks, Ambulances and Fire Stations onto the ESD4 website. Add links to other city and county websites.

**11. Discuss and consider District Insurance.**

Legal Counsel recommends the District to get “Director/Officer Liability Insurance” and “General Liability Insurance”. After discussion a motion was made to acquire the needed \$2 million liability insurance coverage.

Motion by Commissioner Chad Thumann,

Seconded by Commissioner Bill Brummett,

Motion approved to acquire liability insurance for the District and its Commissioners.

**12. Discuss any items which are to be placed on the agenda for the next meeting.**

The following items were discussed to be on the next agenda:

1. Call meeting to order.
2. Roll call of Board of Commissioners.
3. Approve minutes from prior meeting.
4. Receive and approve Book Keepers Financial Report of the District Financial Matters.
5. Public comment.
6. Discuss and consider Potential Service Providers and consider action.
7. Discuss and consider changing the meeting location to building options provided by the City of Pearland.
8. Discuss and consider District Website.
9. Discuss and consider District Insurance.
10. Discuss any items which are to be placed on the agenda for the next meeting.
11. Closed Meeting - Executive Session.
12. Adjourn

**13. Closed Meeting - Executive Session.**

The need did not arise for the District to move into a Closed Meeting – Executive Session.

**14. Adjourn**

The meeting was adjourned at 7:56 p.m.

Motion to Adjourn by Commissioner Chad Thumann,

Seconded to Adjourn by Commissioner Caye Hauser,