

**MEETING NOTICE**  
**BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**

Notice is hereby given that the Board of Commissioners of the BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3 will hold a meeting on January 9, 2023, at 6:30 P.M. at the District's Administrative Offices, 6931 Masters Road, Manvel, TX 77578.

The District will consider and act upon the following matters:

1. Call to order, roll call, pledge of allegiance, opening prayer, and welcome guests.
2. To receive public comment
3. Oath of Office for Board of Commissioners
4. To conduct election of Officers of the Board for 2023
5. Consent Agenda – The following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a commissioner so requests, in which event, the item will be removed and placed on the

Non-Consent Agenda:

- a. Approve minutes of prior meeting.
    - i. December 19, 2022 District Meeting
  - b. Financial and bookkeeping matter, including payment of the bills and review of reports concerning the District financial condition and investments.
6. Non-Consent Agenda:
    - a. Items removed from Consent Agenda
  7. To conduct annual review of the District's Investment Policy and take any necessary action.
  8. To review and take action on a Cost Sharing Agreement between Brazoria County ESD No. 3 and the Iowa Colony Volunteer Fire Department.
  9. To review and take action on an Administrative Services Agreement between Brazoria County ESD No. 3 and the Angleton Area Emergency Medical Corps.
  10. To review and take action on matters related to construction, renovation, repair, and improvements to District facilities and real property, including engagement of design professionals or engineering services, selection of builders/contractors, approval of construction financing.

11. To receive a report from District EMS Interim Chief, Brad Lammert
12. To receive a report from Executive Director, Jeff Braun
13. To receive the Communications report from District Staff, Cindy Reaves.
14. To meet in Closed Session under Government Code 551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.
15. To meet in Closed Session under Government Code 551.072 to deliberate on real estate matters.
16. To meet in Closed Session under Government Code 551.073 to discuss personnel matters.
17. Adjourn



**Dedra Gray**

**Administrative Manager**

Brazoria County Emergency Services District No. 3

6931 Masters Rd.

Manvel, Texas 77578

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# **AGENDA**

## **ITEM 4**



# MEMO

**To:** BCESD 3 Board of Commissioners  
**From:** Jeff Braun   
**Date:** January 5, 2023  
**Re:** Election of Officers

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Each year the Board elects officers from its membership. Traditionally, the Board elects its President, Vice President, Treasurer, and Secretary. To facilitate the work of the District, the Board may create "assistant officer" positions. For example, having an Assistant Treasurer provides a redundant ability to sign checks when needed. The election of officers is normally conducted at the first Board meeting of each year. If an office is vacated during the year, such position may be filled at a subsequent meeting of the Board.

Officer positions during last year (2022):

PRESIDENT	Darrell Valusek
VICE PRESIDENT	Frank Hagdorn
TREASURER	Matt Glaves
SECRETARY	Matt Glaves
ASSISTANT TREASURER	Andy Bouse
ASSISTANT SECRETARY	George Bullington

# **AGENDA**

## **ITEM 5**

**MINUTES OF THE DECEMBER 19, 2022 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 **DECEMBER 19, 2022**, at the District's Administration Office, 6931 Masters Road, Manvel, Texas, 77578.

The meeting was called to order at 6:33 P.M. by **MATT GLAVES**, District Secretary. The Commissioners present were **DARRELL VALUSEK, FRANK HAGDORN, GEORGE BULLINGTON,** and **ANDY BOUSE**. Also present were District Executive Jeff Braun, District legal counsel David Manley, District staff, chiefs, directors and members of the District's fire and emergency medical services providers.

The Board opened the floor for public comment under agenda item 2. No comments were provided.

The Board then addressed agenda item 3, the Consent Agenda. The Consent Agenda included the approval of minutes from November 14, 2022 District meeting; financial bookkeeping matters, including payment of bills and review of reports concerning the District financial condition and investments; approval of Interlocal Agreement with Brazoria County, IS23-0006; approval of Audit Engagement Letter, with McCall, Gibson, Swedlund, Barfoot PLLC. Commissioner Hagdorn made a motion to approve the Consent Agenda as presented. The motion was seconded by Commissioner Bouse. The motion was approved by a vote of 5-0.

The Board then addressed agenda item 4, the Non-Consent Agenda. No items were presented, no action taken.

The Board then addressed agenda item 5, Special Recognition of EMS Staff. Interim Chief Brad Lammert sworn in Captain Joe Kiff to active duty and presented him with his badge upon completion of field training. Chief Lammert informed the Board that Captain Kiff has over 20 years of experience as a paramedic and is very thankful Captain Kiff has joined the District.

The Board then addressed agenda item 6, to hear and review presentation from Wendy Duncan concerning District long-term planning efforts with funding options. Ms. Duncan has experience with developing long range plans and funding options. Ms. Duncan presented information regarding funding options to meet the expected growth of the District in the coming

years. She presented information on property taxes and on the potential to impose a sales and use tax. Regarding sales tax, Ms. Duncan explained that voter approval of a sales and use tax proposition would allow the District to collect a portion of the sales tax available within the District boundaries. She explained that a sales tax would allow travelers passing through to contribute to the District's operating expenses through the services they would use (i.e., gas stations, convenient stores, and shopping). Based on the research collected by Ms. Duncan and the committee working on the long-range plan, she recommended the District explore a possible sales tax election to meet the expected growth of the District. A short question and answer period was held.

The Board then addressed agenda item 7, to review and take action on the tax roll as submitted by the Tax Assessor. Executive Director Jeff Braun informed the Board the tax roll presented is the 2022 tax roll and legal counsel for the District states it was something that needed to be reviewed and approved. It was Mr. Braun's recommendation the Board approve the tax roll as presented by the Tax Assessor. Commissioner Hagdorn made a motion to approve the tax roll as presented. The motion was seconded by Commissioner Glaves. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 8, to review and take action on matters related to construction, renovation, repair, and improvements to District facilities and real property, including engagement of design professionals or engineering services, selection of builders/contractors, approval of construction financing. The two items presented were related to the construction of the new Fire/EMS station in Iowa Colony:

8a. review and take action on proposals from DataVox.

8b. review and take action on a proposal from Purvis Systems. Mr. Braun informed the Board both proposals presented were for installation of equipment for the station that was not included in the contract with Durotech. The architect, David Slattery, secured a proposal for physical security, including video surveillance, access controls and computer controls, which includes the firewall and necessary wiring. This proposal came from DataVox. The DataVox purchase would be made through a cooperative purchasing program (TIPS). The lead time for the project is up to 3 months. Mr. Braun informed the Board that since the construction is close to completion, it

was his recommendation the Board approve the proposal from DataVox. Commissioner Graves made a motion to approve the proposal from DataVox. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 to 0.

The proposal from Purvis Systems is for the station alerting system. The Purvis System's initial cost was \$66,619 plus \$2,323,15 carried over to the new year and is through the HGAC cooperative purchasing program. Mr. Braun presented the Board an agreement with Harris County Emergency Corps (HCEC) and Brazoria County ESD No. 3. According to Mr. Braun, in order for the District to access the system with HCEC, the District would need to buy into the system which costs \$45,000. HCEC would need to install the equipment for the Purvis System for it to work properly from dispatch to the station. He informed the Board that legal counsel John Peeler has reviewed the agreement. Mr. Braun agreed with Mr. Peeler's recommendation of approving the agreement. Commissioner Bouse made a motion to approve the agreement and proposal as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 9, to review and take action on the District's Fiscal Year 2022-003 Budget Amendment. Mr. Braun informed the Board the purpose of the amendment to the budget for 2022 is to ensure everything is transparent with finances going into the end of the year. Some of the changes to the 2022 budget related to interest earnings. There were also a couple changes to expenses due to the coverage issues in the Liverpool response area. The amendment shows that the budget for 2022 has increased by \$5,781.00. Commissioner Graves made a motion to approve the Fiscal Year 2022-003 Budget Amendment. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 10, to review and take action to approve the Fiscal Year 2023 District Budget. Mr. Braun informed the Board that the District is in good financial standing, and is working on a long-term financial plan. Mr. Braun also brought up the need to bring the EMS personnel and administration personnel into a higher pay bracket due to inflation. He proposed a cost-of-living increase of 7% due to inflation being 9%; along with the District covering any medical premium increases to alleviate the strain on the employees. With the

changes at the Federal level and a review by the former HR Generalist, it was the recommendation of Mr. Braun to add another Federal holiday to the list of holidays the District would be honoring, which would be Juneteenth Day. He informed the Board that the cost of adding an additional holiday to the 12 current holidays is less than \$4,000. Another item related to benefits is the addition of a merit pay program to recognize employees who perform above their job requirement. An allocation of \$100,000 was set aside for the program. The program would be implemented possibly in the third or fourth quarter of the year, after the creation of a guideline. The guideline for the merit pay program would be brought before the Board for approval. The budget includes the addition of staffing on the clinical side. The addition would include six positions: five full-time either advanced EMT or Paramedics. Two of the five full-time Paramedic/EMTs would be to assist with manning the new Iowa Colony station. Staffing at the station during peak hours would be between 11 a.m. to 7 p.m. seven days a week, which is based on call volume. The remaining three full-time positions would allow the captains/shift supervisors to be dedicated field training supervisors. The budget also calls for a deputy EMS Chief to alleviate some of the workload of the Chief. Manvel VFD has lost some of its staff to neighboring agencies due to pay. Manvel VFD Chief Burlison stated he would be able to absorb the pay increase in his budget. Mr. Braun made the recommendation of \$1.00 increase in pay for Manvel VFD personnel. Commissioner Graves made a motion to approve the 2023 Budget as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 11, to receive a report from District EMS Interim Chief Brad Lammert. Chief Lammert informed the Board EMS received a grant from the Savannah Foundation in the amount of \$26,787.36 which would go to purchasing needed equipment for the coming year. He updated the Board on the status of the new ambulance which looks to be completed around mid-February. He provided an update on staffing and informed the Board that a new full-time paramedic captain and a part-time paramedic captain, have both completed their field training, along with the addition of a paramedic. EMS personnel participated in the first ever cadaver lab which was hosted by Memorial Hermann Life Flight. The lab would be a clinical requirement moving forward for EMS staff. EMS participated in a couple of community outreach opportunities in the month of December, they had an ambulance in the Christmas parade in Iowa

Colony along with hot cocoa and cookies with Santa in the City of Manvel. Call volume has increased since last month, as well as assisting neighboring agencies through mutual aid.

The Board then addressed agenda item 12, to receive a report from Executive Director Jeff Braun. Mr. Braun informed the Board of a new hire in the administration office. The new HR Generalist is Mrs. Daphney Hinz. The administration office is glad to have Mrs. Hinz on board. Mr. Braun mentioned the departments were getting prepared for the freeze before Christmas. New bay generators had come in and were going to be installed at the Iowa Colony VFD station as well. Several of the projects from the capital budget items are in the process of being completed.

The Board then addressed agenda item 13, to receive the Communications report from District Staff, Cindy Reaves. Ms. Reaves informed the Board of the social media posts focused on the holiday and recruitment for Liverpool Fire Department. Ms. Reaves mentioned boosting some of the posts on the District's social media platforms, which is essentially posting ads about EMS hiring within a certain area and age ranges for one week. The ad reached 7,356 people and of those 1,121 post engagements which means those people went to the District page and/or website. Ms. Reaves will be working with Ms. Duncan on more community engagement.

At 8:13 P.M. the Board addressed agenda items 14, 15, 16 to meet in Closed Session under Government Code 551.071 to consult legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas; under Government Code 551.072 to deliberate on real estate matters; under Government Code 551.073 to discuss personnel matters.

The Board returned to Open Session at 8:44 p.m. to address agenda item 17, to review and take action to acknowledge receipt of the Petition Requesting Inclusion of Territory in Brazoria County Emergency Services District No. 3, specifically the portion of Brazoria County Municipal Utility District No. 87, which is not currently within the boundaries of Brazoria County ESD No. 3. The District received the Petition to be annexed by the District. Commissioner Graves made a motion to approve acceptance of the Petition. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 18, to schedule a public hearing on the Petition Requesting inclusion of Territory in Brazoria County ESD No. 3, specifically the portion of Brazoria

County Municipal Utility District No. 87 which is not currently within the boundaries of Brazoria County ESD No. 3, and to arrange for posting and publication of same as required by Texas Health and Safety Code 775.051. This item would call for the public hearing to allow the public to vote on the petition. Legal counsel David Manley suggested the public hearing be held on February 13, 2023 at 6:30 p.m. Commissioner Hagdorn made a motion to approve the scheduling of the public hearing at the time recommended. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 5 to 0.

No other items were brought to the Board, the meeting was adjourned at 8:47 P.M.

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Matt Glaves, Secretary/Treasurer

**Brazoria County Emergency Services District No. 3  
Management Report**

**For the period ending December 31, 2022**



**Prepared by: Keith H. Argueta, CPA  
Prepared on January 05, 2023**

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**Brazoria County Emergency Services District No. 3**  
**Financial Notes and Highlights**  
**Month ended December 31, 2022**



Statement of Financial Position (Balance Sheet)		Statement of Activities (Profit & Loss Statement)		
<b>Assets &amp; Liabilities</b>		<b>Consolidated Activity (Summarized)</b>		
			MTD	YTD
- Operating Cash Balance	\$ 891,009	Revenues	\$ 4,482,490	\$ 10,782,194
- Sweep Cash Balance	\$ 9,308,837	Expenditures	(467,034)	(7,704,537)
- Investment Cash Balance		Excess/(Deficiency)	<u>\$ 4,015,456</u>	<u>\$ 3,077,657</u>
o Third Coast Bank	34,906			
o Texpool Bank	2,033,990			
- Total Operating Fund Balance	\$ 12,268,742			
- Collections Cash Balance	2,387,060			
- Reserve Cash Balance	3,027,113			
- Total Cash Balance	<u>\$ 17,682,914</u>			
- Total Other Assets	\$217,131			
- Construction in Progress - New Fire/EMS Station	\$4,206,950			
- Total Liabilities	\$7,325,445			
- Total Net Assets	\$14,781,551			
<b>Notes and Highlights</b>		<b>Notes and Highlights</b>		
<b>December 2022 Operating Cash Activity</b>		<b>Revenues for fiscal year</b>		
Cash balance, beginning	\$ 985,716	As projected, the revenues for current year are 14% higher than last year. In 2021, BCESD3 received approximately \$3.4 million in December 2021. In 2022, BCESD3 actually received approximately \$4.3 million in December 2022.		
Collections	4,395,771			
Payables	(977,269)			
Net Sweep Transfers	(3,513,209)			
Cash balance, ending	<u>\$ 891,009</u>			
<b>December 2022 Reserve Balance</b>		<b>Revenue Activities vs Budget</b>		
Reserve cash balance, beginning	\$ 1,511,498	<i>(includes BCESD No. 3 and all other departments)</i>		
Reserve - Grant Matching	250,000	As of December 2022, BCESD3 received 114% of the total annual 2022 revenue budgeted amount. This is 14% higher than revenues of January-December 2021.		
Reserve - Vehicle Replacement	659,733			
Reserve - Building Improvements	227,245			
Reserve - Equipment & PPE	151,497			
Reserve - Unobligated Contingency	151,497			
Reserve - Holidays Lakes Contingency	75,000			
Reserve - Interest Received	643			
Reserve cash balance, ending	<u>\$ 3,027,113</u>			
<b>December 2022 New Fire/EMS Station Activity</b>		<b>Salaries for Administrative vs Budget</b>		
Funds available, beginning	\$ 8,600,000	There was a remaining balance of \$66,485 allocated for Salaries (Regular Pay) and an overage of \$180 Salaries (OT) for Administrative as of December 2022.		
Expenditures:		<b>Salaries for Operations vs Budget</b>		
April-November 2022	(3,834,248)	There was a remaining balance of \$117,724 allocated for Salaries (Regular Pay) and an overage of \$8,465 Salaries (OT) for Operations as of December 2022.		
December 2022	(6,587)			
Funds available, ending	<u>\$ 4,759,165</u>			
<b>December 2022 Outstanding Debt</b>		<b>Direct Operations vs Budget</b>		
Outstanding Debt balance, beginning	\$ 7,053,064	There was a remaining balance of \$505,223 allocated for assistance to providers, EMS and the District as of December 2022.		
Debt Payments	-			
Outstanding Debt balance, ending	<u>\$ 7,053,064</u>	<b>Contractual Payments vs Budget</b>		
		<i>(this item is also included within the Direct Operations Analysis)</i>		
		There was an outstanding balance of \$328,644 allocated for contract payments (including quarterly payments) as of December 2022.		

**Brazoria County ESD No. 3**  
**Cash Report for Meeting of January 09, 2023**

**Operating: Wells Fargo Bank**

**Previous Cash Balance November 30, 2022**

**Plus:**

12/1/2022	Sweep Dividend Deposit	17,335.64
12/1/2022-12/31/2022	Brazoria County Tax Office	4,378,435.73
12/1/2022-12/31/2022	Sweep Investment Transfers In	596,396.35
	Total	<u>\$ 4,992,167.72</u>

**Less:**

12/1/2022-12/31/2022	Sweep Investment Transfers Out	(4,109,605.43)
12/1/2022-12/31/2022	DSTRS Investment	(50.00)
12/2/2022	National Benefit Services	(631.85)
12/2/2022	ADP Wages	(37,089.51)
12/2/2022	ADP Tax	(12,969.45)
12/2/2022	Wage Garnishment	(531.78)
12/16/2022	ADP Wages	(35,731.81)
12/16/2022	ADP Tax	(12,303.15)
12/16/2022	Wage Garnishment	(531.78)
12/15/2022	TCDRS	(28,339.43)
12/16/2022	National Benefit Services	(75.00)
12/30/2022	ADP Wages	(38,306.35)
12/30/2022	ADP Tax	(13,476.76)
12/30/2022	Wage Garnishment	(531.78)
12/30/2022	ADP Wages	(335.86)
12/30/2022	ADP Tax	(55.64)
		<u>\$ (4,290,565.58)</u>

**Less: Checks completed after last meeting:**

12/07/2022	Braun Consulting Services	(20,954.37)
12/07/2022	Citibank	(16,931.07)

<i>Home Depot</i>	42.01
<i>Amazon</i>	12.99
<i>Solutions Pest Management</i>	534.00
<i>Brazoria County Tax Office</i>	29.25
<i>Solutions Pest Management</i>	89.00
<i>Amazon</i>	9.99
<i>Amazon</i>	23.70
<i>Amazon</i>	35.58
<i>Amazon</i>	264.00
<i>Amazon</i>	10.98
<i>Amazon</i>	61.00
<i>Amazon</i>	17.37
<i>Microsoft</i>	177.83
<i>Microsoft</i>	99.68
<i>Amazon</i>	199.98
<i>Microsoft</i>	33.47
<i>Adobe Creative Cloud</i>	151.62
<i>Amazon</i>	8.49
<i>Kalahari Resort and Convention Center</i>	184.00
<i>Kalahari Resort and Convention Center</i>	184.00
<i>Kalahari Resort and Convention Center</i>	184.00
<i>Kalahari Resort and Convention Center</i>	184.00
<i>Kalahari Resort and Convention Center</i>	184.00
<i>Kalahari Resort and Convention Center</i>	184.00
<i>Kalahari Resort and Convention Center</i>	184.00
<i>SAFE-D</i>	2,360.00
<i>Intuit</i>	85.00
<i>Amazon</i>	140.99
<i>Sam's Club</i>	129.95
<i>Amazon</i>	18.78
<i>Superior Press</i>	642.53
<i>O'Reilly Auto Parts</i>	16.82
<i>Sam's Club</i>	115.36
<i>Sam's Club</i>	99.38
<i>Alvin Apparel</i>	798.00

<i>Direct TV Stream</i>	140.71	
<i>FaceBook</i>	25.00	
<i>FaceBook</i>	25.00	
<i>FaceBook</i>	25.00	
<i>Home Depot</i>	292.89	
<i>Make It Personal</i>	216.00	
<i>USPS</i>	213.00	
<i>Amazon</i>	28.14	
<i>Amazon</i>	15.98	
<i>O'Reilly Auto Parts</i>	284.86	
<i>Amazon</i>	28.75	
<i>Whitener Enterprises</i>	76.50	
<i>Amazon</i>	11.99	
<i>Amazon</i>	13.99	
<i>Amazon</i>	17.65	
<i>Amazon</i>	159.80	
<i>Amazon</i>	115.64	
<i>Fastenal</i>	127.40	
<i>Amazon</i>	37.54	
<i>Amazon</i>	66.10	
<i>Texas DPS Inspector Application</i>	27.00	
<i>Home Depot</i>	27.40	
<i>Home Depot</i>	72.97	
<i>Amazon</i>	5.59	
<i>Amazon</i>	38.56	
<i>Amazon</i>	11.79	
<i>Amazon</i>	22.60	
<i>Amazon</i>	1,999.00	
<i>Home Depot</i>	104.22	
<i>Amazon</i>	10.99	
<i>Custom Etchings</i>	828.00	
<i>Office Depot</i>	33.89	
<i>Austin Marriott Downtown</i>	24.90	
<i>Austin Marriott Downtown</i>	94.21	
<i>Home Depot</i>	173.24	
<i>Home Depot</i>	187.53	
<i>Post Oak Trophies</i>	32.50	
<i>Discount Tire</i>	238.15	
<i>Eagle Engraving, Inc</i>	102.95	
<i>Post Oak Trophies</i>	542.00	
<i>Uber</i>	30.65	
<i>Capt Mark's Bastrop Marina</i>	140.00	
<i>Gill's Small Engine</i>	244.94	
<i>Amazon</i>	70.24	
<i>Amazon</i>	42.77	
<i>Amazon</i>	79.54	
<i>Amazon</i>	116.50	
<i>Amazon</i>	31.41	
<i>Amazon</i>	46.05	
<i>Amazon</i>	78.27	
<i>Northern Tool and Equipment</i>	716.46	
<i>Lake Hardware and Lumber</i>	48.46	
<i>Amazon</i>	83.97	
<i>STL SpeedTech Lights</i>	97.48	
<i>Sam's Club</i>	193.45	
<i>O'Reilly Auto Parts</i>	56.97	
<i>Tractor Supply</i>	22.98	
<i>Amazon</i>	93.14	
<i>Foremost Promotions</i>	519.61	
<i>O'Reilly Auto Parts</i>	62.99	
<i>O'Reilly Auto Parts</i>	14.22	
<i>O'Reilly Auto Parts</i>	19.65	
<i>Home Depot</i>	169.77	
<i>Home Depot</i>	(21.80)	
<i>N/A</i>	(36.88)	
<i>Hotels.com</i>	(168.95)	
12/07/2022	ESO	(14,807.92)
12/07/2022	Blue Cross and Blue Shield of Texas	(12,945.15)
12/07/2022	Wex Fleet Universal	(8,492.42)
12/07/2022	NAFECO	(6,545.80)
12/07/2022	Stoffer's A/C & Heating LLC	(5,610.00)

12/07/2022	Coveler & Peeler, P.C.	(5,407.50)
12/07/2022	IDS Engineering Group, Inc.	(5,231.44)
12/07/2022	Total Care (Lion Group, Inc)	(5,178.70)
12/07/2022	Touchstone District Services, LLC	(5,100.00)
12/07/2022	J.A.G. Plumbing Inc.	(4,500.00)
12/07/2022	Target Solutions	(4,495.74)
12/07/2022	Harris County Emergency Corps	(3,975.00)
12/07/2022	Keith Argueta, CPA	(3,607.50)
12/07/2022	LTS Lawn Care	(3,216.25)
12/07/2022	Manvel VFD	(1,808.41)
12/07/2022	A & A Cleaning Services	(1,260.42)
12/07/2022	ATT	(1,183.83)
12/07/2022	American Materials	(902.40)
12/07/2022	Brazoria County Mud 32	(860.00)
12/07/2022	Beasley Tire Service	(784.28)
12/07/2022	Waste Connections of Texas, LLC	(783.63)
12/07/2022	Penguin Management, Inc	(780.00)
12/07/2022	Siddons-Martin Emergency Group	(701.18)
12/07/2022	Matt Glaves	(600.00)
12/07/2022	McKesson Medical-Surgical Government Solutions, LLC	(585.48)
12/07/2022	Airgas, US, LLC	(488.33)
12/07/2022	Zoll Medical Corporation	(480.00)
12/07/2022	Pyrotex System, Inc	(480.00)
12/07/2022	ADP, LLC	(443.07)
12/07/2022	Comcast Business	(433.91)
12/07/2022	AT & T	(398.02)
12/07/2022	Waste Connections of TX, LLC	(371.34)
12/07/2022	Services	(324.00)
12/07/2022	Iron Mountain	(303.00)
12/07/2022	Comcast	(291.04)
12/07/2022	Cop Stop	(281.50)
12/07/2022	Ready Refresh	(278.31)
12/07/2022	Bound Tree	(264.93)
12/07/2022	Diver Overhead Doors	(255.00)
12/07/2022	Frontier	(247.79)
12/07/2022	Genrg Electrical Solutions LLC	(212.00)
12/07/2022	Frazer, Ltd	(199.16)
12/07/2022	Quill.com	(190.96)
12/07/2022	EMS Technology Solutions, LLC	(186.00)
12/07/2022	Cy-Fair Tire	(156.95)
12/07/2022	Function 4, LLC	(146.63)
12/07/2022	T-Mobile	(87.15)
12/07/2022	Kirby Inland Marine, LP	(74.88)
12/07/2022	Concentra	(65.00)
12/07/2022	First Advantage	(36.59)
12/07/2022	Centerpoint Energy	(32.97)
12/07/2022	MVBA LLC	(23.33)
12/07/2022	GALLS, LLC	(17.00)
12/14/2022	Texas Mutual Insurance	(95,239.00)
12/14/2022	The Law Firm of Michael Phillips	(8,682.19)
12/14/2022	Axcess Hose and Ladder	(4,633.10)
12/14/2022	Bound Tree	(1,457.21)
12/14/2022	Danny Key	(334.40)
12/14/2022	Marissa Aiello	(267.52)
12/14/2022	MVBA LLC	(36.76)
12/20/2022	Durotech, inc.	(363,854.73)
12/20/2022	VFIS of Texas	(49,567.92)
12/20/2022	Metro Fire Apparatus Specialists, Inc	(14,574.00)
12/20/2022	Slattery Tackett Architects, LLP	(6,587.35)
12/20/2022	Green Mountain Energy	(3,837.61)
12/20/2022	Digitech	(3,210.86)
12/20/2022	Bound Tree	(2,315.07)
12/20/2022	CenterPoint Energy - Meridiana Pkwy	(2,220.00)
12/20/2022	HdL Companies	(1,250.00)
12/20/2022	Touchstone District Services, LLC	(1,225.00)
12/20/2022	Comcast Business	(1,047.61)
12/20/2022	ESO	(956.34)
12/20/2022	MVBA LLC	(914.03)
12/20/2022	Beam Insurance Administrators LLC	(726.85)
12/20/2022	B.C. Auto Repair Inc.	(554.39)

12/20/2022	ATT	(354.86)
12/20/2022	GALLS, LLC	(235.00)
12/20/2022	ADP, LLC	(219.92)
12/20/2022	Centerpoint Energy	(204.11)
12/20/2022	Airgas, US, LLC	(168.57)
12/20/2022	Darrell Valusek	(150.00)
12/20/2022	State Firefighters' and Fire Marshals'	(122.00)
12/20/2022	Quill.com	(116.03)
12/20/2022	State Chemical Solutions	(111.25)
12/20/2022	DirectTV for Business	(107.99)
12/20/2022	First Net	(62.50)
12/20/2022	Life-Assist, Inc.	(57.25)
12/20/2022	Ready Refresh	(38.45)
12/20/2022	City of Manvel	(35.96)
12/28/2022	Coastal Power Products	(49,850.00)
12/28/2022	Blue Cross and Blue Shield of Texas	(15,614.24)
12/28/2022	WEX Bank	(7,637.42)
12/28/2022	Jeff Wiles	(2,700.00)
12/28/2022	Standard Insurance Company	(2,433.80)
12/28/2022	Scott Wiesenborn, MD	(1,800.00)
12/28/2022	Association of Texas	(1,415.00)
12/28/2022	Matt Glaves	(1,050.00)
12/28/2022	Verizon Phone	(913.70)
12/28/2022	Grainger	(546.92)
12/28/2022	LTS Lawn Care	(468.00)
12/28/2022	NAFECO	(436.80)
12/28/2022	Comcast Business	(433.91)
12/28/2022	Konica Minolta Premier Finance	(321.01)
12/28/2022	Frontier	(258.11)
12/28/2022	AT & T	(255.26)
12/28/2022	Iron Mountain	(189.00)
12/28/2022	T-Mobile	(174.30)
12/28/2022	Ready Refresh	(117.92)
12/28/2022	Stericycle	(96.55)
12/28/2022	City of Liverpool	(45.00)
12/28/2022	Brazoria County Mud 32	(40.25)
12/28/2022	MVBA LLC	(18.33)
		<u>\$ (796,308.70)</u>

**Ending Cash Balance December 31, 2022**

**\$ 891,009.46**

**Sweep Account: Wells Fargo Bank**

Transfers in from Operating Account	9,901,997.52
Transfers out from Operating Account	(596,396.35)
Transfers pending from Operating Account	3,235.94
	<u>\$ 9,308,837.11</u>

**Demand Deposit Investments**

Heritage Bank (Third Coast Bank): .10%	<u>\$ 34,898.24</u>
Interest Earned	7.41
	<u>\$ 34,905.65</u>
Texpool Bank: 2.16%	<u>\$ 2,027,137.48</u>
Interest Earned	6,852.06
	<u>\$ 2,033,989.54</u>

**Operating Funds Available as of December 31, 2022**

**\$ 12,268,741.76**

**Collections Account: Wells Fargo Bank Collections**

<b>Previous Cash Balance: November 30, 2022</b>		<b>\$ 2,312,127.08</b>
	Collections	74,228.08
	Bank Fees	(283.94)
	Interest Earned	988.29
<b>Ending Cash Balance: December 31, 2022</b>		<b>\$ 2,387,059.51</b>

**Reserve Account: Heritage Bank (Third Coast Bank)**

<b>Previous Cash Balance: November 30, 2022</b>	Heritage Bank .25%	<b>\$ 3,026,470.33</b>
	Interest Earned	642.60
<b>Ending Cash Balance: December 31, 2022</b>		<b>\$ 3,027,112.93</b>

**Brazoria County Emergency Services District No. 3**  
**Financial Report - YTD Actual**  
**January 2022 - December 2022**

	Alvin EMS	Angleton Area EMC	BCESD EMS	BCESD No. 3	City of Alvin	City of Angleton	CR 143 Fire	Danbury EMS	Danbury Fire	Demi-John Fire	Iowa Colony Fire	Liverpool Fire	Manvel Fire	MUD	Rosharon Fire	TOTAL
<b>Revenue</b>																
4001 Property Tax Revenue	-	-	-	8,926,367	-	-	-	-	-	-	-	-	-	-	-	8,926,367
4002 Charges for Services	-	-	817,807	-	-	-	-	-	-	-	-	-	-	658,124	-	1,475,931
4003 Interest Earned	-	-	-	162,961	-	-	-	-	-	-	-	-	-	-	-	162,961
4005 Other Revenue	-	-	-	59,802	-	-	-	-	-	-	-	-	-	-	-	59,802
4006 Administrative Services Provided	-	-	-	28,000	-	-	-	-	-	-	-	-	-	-	-	28,000
4008 Intergovernmental Revenue	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	-	7,000
4011 Grant Income	-	-	122,132	-	-	-	-	-	-	-	-	-	-	-	-	122,132
<b>Total Revenue</b>			<b>946,939</b>	<b>9,177,131</b>										<b>658,124</b>		<b>10,782,194</b>
<b>Expenditures</b>																
<b>5001 Salaries &amp; Wages</b>																
5001.01 Salaries	-	-	602,137	288,850	-	-	-	-	-	-	-	-	-	-	-	890,987
5001.03 Salaries Overtime	-	-	382,016	10,179	-	-	-	-	-	-	-	-	-	-	-	392,195
5001.05 Salaries - Payroll Taxes	-	-	70,796	17,234	-	-	-	-	-	-	-	-	-	-	-	88,029
5001.07 Benefits - Worker's Compensation	-	-	-	27,123	-	-	-	-	-	-	-	-	69,289	-	10	96,422
5001.08 Benefits - Unemployment Insurance	-	-	3,288	1,397	-	-	-	-	-	-	-	-	-	-	-	4,684
5001.09 Benefits - Medical Benefits	-	-	94,127	34,471	-	-	-	-	-	-	-	-	-	-	-	128,597
5001.12 Benefits - Pension	-	-	-	130,727	-	-	-	-	-	-	-	-	-	-	-	130,727
5001.18 Board Compensation Policy	-	-	-	8,400	-	-	-	-	-	-	-	-	-	-	-	8,400
<b>Total 5001 Salaries &amp; Wages</b>			<b>1,152,363</b>	<b>518,380</b>									<b>69,289</b>		<b>10</b>	<b>1,740,042</b>
<b>5002 Administrative</b>																
5002.03 Awards - Employee Recognition	-	-	2,093	946	-	-	-	-	-	-	-	-	-	-	-	3,039
<b>Total 5002 Administrative</b>			<b>2,093</b>	<b>946</b>												<b>3,039</b>
<b>5003 Direct Operations</b>																
5003.01 Supplies - Office	-	-	1,451	5,714	-	-	-	-	-	-	-	-	-	234	-	7,399
5003.02 Supplies - Minor Tools & Equipment	-	-	3,620	7,523	-	-	-	-	-	-	-	-	-	1,885	-	13,028
5003.03 Supplies - Fuel, Oil & Grease	-	-	42,890	8,917	-	-	2,153	-	23,077	692	12,139	1,429	21,372	-	7,798	120,469
5003.05 *Supplies - Household	-	-	1,420	5,736	-	-	-	-	-	-	-	-	566	924	-	8,646
5003.06 Supplies - Postage & Shipping	-	-	842	1,114	-	-	-	-	-	-	-	-	-	-	-	1,956
5003.07 Supplies - Public Relation Items	-	-	82	6,422	-	-	-	-	-	-	-	-	-	-	-	6,504
5003.08 Supplies - Uniforms	-	-	10,554	608	-	-	-	-	-	-	-	-	1,393	-	-	12,556
5003.09 Supplies - Fire Suppressant & Chemical	-	-	-	8,511	-	-	-	-	-	-	-	-	-	-	-	8,511
5003.11 Supplies - Educational & Training	-	-	14,143	200	-	-	-	-	-	-	-	-	-	-	-	14,343
5003.12 Supplies - Medical	-	-	79,405	-	-	-	-	-	-	-	-	-	-	-	-	79,405
5003.13 Services - Contract	318,750	415,000	42,203	291,788	505,490	323,167	-	399,000	-	-	-	-	576,491	177,164	-	3,049,052
5003.15 Services - Equipment Rental/Lease	-	-	3,564	3,876	-	-	-	-	-	-	-	-	-	12	-	7,452
5003.16 Services - Digital Radio Enhancements	-	-	884	-	-	-	-	-	-	180	-	-	-	-	-	1,064
5003.17 Sundry - Travel/Training	-	-	5,641	9,203	-	-	-	-	-	-	-	-	-	-	-	14,844
5003.18 Sundry - Dues & Memberships	-	-	1,754	2,269	-	-	-	-	-	-	-	-	-	-	-	4,023
5003.19 Sundry - Subscriptions	-	-	2,864	11,368	-	-	-	-	-	-	-	-	-	434	-	14,666
5003.19 Sundry - Recruitment	-	-	-	1,394	-	-	-	-	-	-	-	-	-	-	-	1,394
5003.21 Sundry - Permits, Certifications &	-	-	180	27	-	-	-	-	-	-	-	-	-	-	-	207
5003.22 Services - Billing	-	-	44,162	-	-	-	-	-	-	-	-	-	-	-	-	44,162
5003.25 Supplies - Software/IT Equipment	-	-	2,021	16,560	-	-	-	-	-	-	-	-	415	-	-	18,995
5003.27 Services - VFD Pension	-	-	-	-	-	-	-	-	-	-	-	-	3,600	-	3,150	6,750
5003.28 Services - Staffing Expenses	-	-	3,511	1,184	-	-	-	-	-	-	-	-	-	-	-	4,695
5003.30 Operational Support Allocation	-	-	-	-	-	-	12,377	-	31,226	2,393	14,642	10,822	22,271	-	24,038	117,770
5003.32 Services - VFD Group Life Insurance	-	-	-	-	-	-	1,511	-	-	-	-	282	-	-	-	1,793
<b>Total 5003 Direct Operations</b>	<b>318,750</b>	<b>415,000</b>	<b>261,190</b>	<b>382,414</b>	<b>505,490</b>	<b>323,167</b>	<b>16,041</b>	<b>399,000</b>	<b>54,304</b>	<b>3,265</b>	<b>26,782</b>	<b>12,534</b>	<b>626,108</b>	<b>180,653</b>	<b>34,986</b>	<b>3,559,683</b>
<b>5005 Maintenance</b>																
5005.01 Maintenance - Building & Grounds	-	-	2,751	27,083	-	-	8,469	-	12,300	321	17,959	6,712	10,940	2,768	4,277	93,579
5005.04 Preventative Maintenance	-	-	2,193	14,516	-	-	6,233	-	2,700	4,610	3,125	2,086	3,497	75	4,680	43,714
<b>Total 5005 Maintenance</b>			<b>4,944</b>	<b>41,599</b>			<b>14,701</b>		<b>15,000</b>	<b>4,931</b>	<b>21,084</b>	<b>8,798</b>	<b>14,437</b>	<b>2,843</b>	<b>8,956</b>	<b>137,293</b>
<b>5006 Fleet Maintenance</b>																
5006.01 Maintenance - Vehicle	-	-	63,759	51,263	-	-	11,334	815	6,248	11,636	24,007	8,269	35,181	11	43,665	256,188
5006.02 Maintenance/Equipment	-	-	-	3,930	-	-	15,843	-	30	-	-	-	872	-	318	20,993
<b>Total 5006 Fleet Maintenance</b>			<b>63,759</b>	<b>55,192</b>			<b>27,177</b>	<b>815</b>	<b>6,278</b>	<b>11,636</b>	<b>24,007</b>	<b>8,269</b>	<b>36,053</b>	<b>11</b>	<b>43,984</b>	<b>277,182</b>
<b>5007 Bookkeeping Fees</b>																
	-	-	-	37,897	-	-	-	-	-	-	-	-	-	-	-	37,897

**Brazoria County Emergency Services District No. 3**  
**Financial Report - YTD Actual**  
**January 2022 - December 2022**

	Alvin EMS	Angleton Area EMC	BCESD EMS	BCESD No. 3	City of Alvin	City of Angleton	CR 143 Fire	Danbury EMS	Danbury Fire	Demi-John Fire	Iowa Colony Fire	Liverpool Fire	Manvel Fire	MUD	Rosharon Fire	TOTAL
5008 Audit Fees	-	-	-	19,500	-	-	-	-	-	-	-	-	-	-	-	19,500
5009 IT expense	-	-	-	6,336	-	-	406	-	-	-	-	-	-	-	-	6,742
5010 Bank Charges	-	-	-	5,016	-	-	-	-	-	-	-	-	-	-	-	5,016
5011 Insurance Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5011.01 Vehicle Insurance	-	-	-	70,759	-	-	-	-	-	-	-	-	-	-	-	70,759
5011.02 Property & Casualty Insurance	-	-	-	85,508	-	-	-	-	-	-	-	-	-	-	-	85,508
5011.03 Accident & Sickness	-	-	-	5,438	-	-	1,173	-	-	-	-	-	1,316	-	-	7,927
<b>Total 5011 Insurance Expense</b>	-	-	-	<b>161,705</b>	-	-	<b>1,173</b>	-	-	-	-	-	<b>1,316</b>	-	-	<b>164,194</b>
5014 Legal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5014.01 Legal - General Counsel	-	-	-	66,078	-	-	-	-	-	-	-	-	-	-	-	66,078
<b>Total 5014 Legal</b>	-	-	-	<b>66,078</b>	-	-	-	-	-	-	-	-	-	-	-	<b>66,078</b>
5015 Communications Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5015.01 Communications - Contracts	-	-	36,150	-	-	-	-	-	-	-	-	-	9,000	-	-	45,150
5015.02 Communications - Repair	-	-	324	-	-	-	-	-	-	-	-	-	-	-	-	324
<b>Total 5015 Communications Expense</b>	-	-	<b>36,474</b>	-	-	-	-	-	-	-	-	-	<b>9,000</b>	-	-	<b>45,474</b>
5019 Appraisal District	-	-	-	56,352	-	-	-	-	-	-	-	-	-	-	-	56,352
5020 Architect and Land	-	-	-	7,976	-	-	-	-	-	-	-	-	-	-	-	7,976
5027 Brazoria County Tax Collector	-	-	-	16,762	-	-	-	-	-	-	-	-	-	-	-	16,762
5028 Published Legal Notices	-	-	-	479	-	-	-	-	-	-	-	-	-	-	-	479
5032 Utilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5032.01 Utilities - Electric	-	-	-	14,680	-	-	2,387	-	6,838	2,447	4,386	1,130	6,996	6,092	5,831	50,788
5032.02 Utilities - Gas	-	-	-	1,288	-	-	-	-	490	466	-	398	314	847	329	4,133
5032.03 Utilities - Water	-	-	-	1,071	-	-	-	-	-	-	-	540	-	-	-	1,611
5032.04 Utilities - Waste Disposal	-	-	-	850	-	-	1,142	-	-	2,988	4,012	1,142	-	-	2,655	12,788
5032.05 Utilities - Telephone	-	-	2,411	21,111	-	-	1,047	-	7,128	266	368	2,408	1,581	-	2,261	38,581
5032.07 Utilities - Cable/Internet	-	-	24	15,117	-	-	592	-	-	743	1,414	-	1,587	6,043	-	25,520
<b>Total 5032 Utilities</b>	-	-	<b>2,435</b>	<b>54,118</b>	-	-	<b>5,168</b>	-	<b>14,456</b>	<b>6,909</b>	<b>10,181</b>	<b>5,618</b>	<b>10,478</b>	<b>12,981</b>	<b>11,076</b>	<b>133,421</b>
5033 Rental Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5033.02 Buildings	-	-	-	33,213	-	-	-	-	-	-	-	-	-	-	-	33,213
<b>Total 5033 Rental Expense</b>	-	-	-	<b>33,213</b>	-	-	-	-	-	-	-	-	-	-	-	<b>33,213</b>
5101 Capital Purchases - Building Improvements	-	-	-	11,300	-	-	4,600	-	-	-	6,468	-	-	-	-	22,368
5102 Capital Purchases - Vehicles	-	-	-	30,274	-	-	-	-	-	-	-	-	-	-	-	30,274
5103 Capital Purchase - Equipment	-	-	172,117	26,031	-	-	44,825	-	12,444	15,837	26,858	76,120	107,962	-	28,404	510,598
5106 Capital Purchase - 2020 Capital Budget	-	-	-	-	-	-	-	-	-	-	27,817	-	-	-	-	27,817
5106 Capital Purchase - 2021 Capital Budget	-	-	-	-	-	-	8,345	-	-	-	12,145	8,345	16,690	-	1,270	46,795
5200 Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5200.01 MVFD Station	-	-	-	38,539	-	-	-	-	-	-	-	-	-	-	-	38,539
5200.02 EMS Station	-	-	-	74,615	-	-	-	-	-	-	-	-	-	-	-	74,615
5200.03 2018 Fire Trucks	-	-	-	311,398	-	-	-	-	-	-	-	-	-	-	-	311,398
5200.05 Iowa Colony Station	-	-	-	188,380	-	-	-	-	-	-	-	-	-	-	-	188,380
<b>Total 5200 Loan Principal</b>	-	-	-	<b>612,931</b>	-	-	-	-	-	-	-	-	-	-	-	<b>612,931</b>
5201 Loan Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5201.01 MVFD Station	-	-	-	8,556	-	-	-	-	-	-	-	-	-	-	-	8,556
5201.02 EMS Station	-	-	-	35,339	-	-	-	-	-	-	-	-	-	-	-	35,339
5201.03 2018 Fire Trucks	-	-	-	5,917	-	-	-	-	-	-	-	-	-	-	-	5,917
5201.05 Iowa Colony Station	-	-	-	93,600	-	-	-	-	-	-	-	-	-	-	-	93,600
<b>Total 5201 Loan Interest</b>	-	-	-	<b>143,411</b>	-	-	-	-	-	-	-	-	-	-	-	<b>143,411</b>
<b>Total Expenditures</b>	<b>318,750</b>	<b>415,000</b>	<b>1,695,375</b>	<b>2,287,910</b>	<b>505,490</b>	<b>323,167</b>	<b>122,438</b>	<b>399,815</b>	<b>102,482</b>	<b>42,579</b>	<b>155,341</b>	<b>119,684</b>	<b>891,332</b>	<b>196,487</b>	<b>128,686</b>	<b>7,704,537</b>
<b>Net Operating Income</b>	<b>(318,750)</b>	<b>(415,000)</b>	<b>(748,436)</b>	<b>6,889,220</b>	<b>(505,490)</b>	<b>(323,167)</b>	<b>(122,438)</b>	<b>(399,815)</b>	<b>(102,482)</b>	<b>(42,579)</b>	<b>(155,341)</b>	<b>(119,684)</b>	<b>(891,332)</b>	<b>461,637</b>	<b>(128,686)</b>	<b>3,077,657</b>
<b>Net Income</b>	<b>(318,750)</b>	<b>(415,000)</b>	<b>(748,436)</b>	<b>6,889,220</b>	<b>(505,490)</b>	<b>(323,167)</b>	<b>(122,438)</b>	<b>(399,815)</b>	<b>(102,482)</b>	<b>(42,579)</b>	<b>(155,341)</b>	<b>(119,684)</b>	<b>(891,332)</b>	<b>461,637</b>	<b>(128,686)</b>	<b>3,077,657</b>

**BCESD3**  
**Budget vs. Actuals: FY2022 BCESD3 ALL Providers**  
**January 2022 - December 2022**

<b>Ideal %</b>	<b>100%</b>
<b>Actual %</b>	<b>114%</b>

	<b>Amended Budget 2022-003</b>	<b>MTD Actual</b>	<b>YTD Actual</b>	<b>YTD Variance</b>	<b>YTD Actual %</b>	<b>Remaining Budget %</b>
<b>Revenue</b>						
Property Tax Revenue	7,748,494	4,378,436	8,926,367	1,177,873	115%	-15%
Charges for Services	1,438,124	74,228	1,475,931	37,807	103%	-3%
Interest Earned	75,000	25,826	162,961	87,961	217%	-117%
Other Revenue	55,745	-	59,802	4,057	107%	-7%
Administrative Services Provided	24,000	4,000	28,000	4,000	117%	-17%
Intergovernmental Revenue	7,000	-	7,000	-	100%	0%
Grant Revenue	122,132	-	122,132	(0)	100%	0%
<b>Total Revenue</b>	<b>9,470,495</b>	<b>4,482,490</b>	<b>10,782,194</b>	<b>1,311,699</b>	<b>114%</b>	<b>-14%</b>

<b>Ideal %</b>	<b>100%</b>
<b>Actual %</b>	<b>87%</b>

<b>Expenditures</b>						
<b>Salaries &amp; Wages</b>						
Salaries	1,075,196	106,537	890,987	(184,209)	83%	17%
Salaries Overtime	383,551	50,646	392,195	8,644	102%	-2%
Salaries - Payroll Taxes	111,594	11,600	88,029	(23,565)	79%	21%
Benefits - Worker's Compensation	122,691	5,774	96,422	(26,269)	79%	21%
Benefits - Unemployment Insurance	7,056	20	4,684	(2,372)	66%	34%
Benefits - Medical Benefits	118,597	13,283	128,597	10,000	108%	-8%
Benefits - Employee Medical Services	1,000	-	-	(1,000)	0%	100%
Benefits - Pension	147,479	15,988	130,727	(16,752)	89%	11%
Board Compensation Policy	14,400	1,200	8,400	(6,000)	58%	0%
<b>Total Salaries &amp; Wages</b>	<b>1,981,564</b>	<b>205,047</b>	<b>1,740,042</b>	<b>(241,522)</b>	<b>88%</b>	<b>12%</b>
<b>Administrative</b>						
Bonding Fees	500	-	-	(500)	0%	100%
Awards - Employee Recognition	7,500	1,505	3,039	(4,462)	41%	59%
<b>Total Administrative</b>	<b>8,000</b>	<b>1,505</b>	<b>3,039</b>	<b>(4,962)</b>	<b>38%</b>	<b>62%</b>
<b>Direct Operations</b>						
Supplies - Office	13,000	930	7,399	(5,601)	57%	43%
Supplies - Minor Tools & Equipment	20,000	361	13,028	(6,972)	65%	35%
Supplies - Fuel, Oil & Grease	132,600	7,637	120,469	(12,131)	91%	9%
Supplies - Expendables	1,400	-	-	(1,400)	0%	100%
Supplies - Household	10,000	875	8,646	(1,354)	86%	14%
Supplies - Postage & Shipping	3,000	-	1,956	(1,044)	65%	35%
Supplies - Public Relations Items	7,100	75	6,504	(596)	92%	8%
Supplies - Uniforms	13,000	235	12,556	(444)	97%	3%
Supplies - Fire Suppressant & Chemical	9,000	27	8,511	(489)	95%	5%
Supplies - Food & Ice	1,000	-	-	(1,000)	0%	100%
Supplies - Educational & Training	35,400	2,360	14,343	(21,057)	41%	59%
Supplies - Medical	80,400	793	79,405	(995)	99%	1%
Services - Contract	3,377,696	45,165	3,049,052	(328,644)	90%	10%
Services - Equipment Rental/Lease	15,500	705	7,452	(8,048)	48%	52%
Services - Digital Radio Enhancements	5,000	-	1,064	(3,936)	21%	79%
Sundry - Travel/Training	16,000	2,024	14,844	(1,156)	93%	7%

**BCESD3**  
**Budget vs. Actuals: FY2022 BCESD3 ALL Providers**  
**January 2022 - December 2022**

	<b>Amended Budget 2022-003</b>	<b>MTD Actual</b>	<b>YTD Actual</b>	<b>YTD Variance</b>	<b>YTD Actual %</b>	<b>Remaining Budget %</b>
Sundry - Dues & Memberships	4,500	-	4,023	(477)	89%	11%
Sundry - Subscriptions	18,000	823	14,666	(3,334)	81%	19%
Sundry - Recruitment	7,500	-	1,394	(6,106)	19%	81%
Sundry - Permits, Certifications & Licenses	5,000	27	207	(4,793)	4%	96%
Services - Billing	45,000	4,185	44,162	(838)	98%	2%
Supplies - Software/IT Equipment	23,000	513	18,995	(4,005)	83%	17%
Minor Gear/Equipment	3,000	-	-	(3,000)	0%	100%
Services - VFD Pension	51,000	3,150	6,750	(44,250)	13%	87%
Services - Staffing Expenditures	5,000	-	4,695	(305)	94%	6%
Services - PPE Cleaning	5,000	-	-	(5,000)	0%	100%
Operations Support Allocation	155,625	6,479	117,770	(37,855)	76%	24%
Services - VFD Group Term Life	2,185	182	1,793	(392)	82%	18%
<b>Total Direct Operations</b>	<b>4,064,906</b>	<b>76,546</b>	<b>3,559,683</b>	<b>(505,223)</b>	<b>88%</b>	<b>12%</b>
<b>Maintenance</b>						
Maintenance - Building & Grounds	116,500	4,997	93,579	(22,921)	80%	20%
Preventative Maintenance	45,600	-	43,714	(1,886)	96%	4%
<b>Total Maintenance</b>	<b>162,100</b>	<b>4,997</b>	<b>137,293</b>	<b>(24,807)</b>	<b>85%</b>	<b>15%</b>
<b>Fleet Maintenance</b>						
Maintenance - Vehicle	250,000	15,166	256,188	6,188	102%	-2%
Maintenance/Equipment	7,000	14,671	20,993	13,993	300%	-200%
<b>Total Fleet Maintenance</b>	<b>257,000</b>	<b>29,837</b>	<b>277,182</b>	<b>20,182</b>	<b>108%</b>	<b>-8%</b>
Bookkeeping Fees	41,800	-	37,897	(3,903)	91%	9%
Audit Fees	19,500	-	19,500	-	100%	0%
IT Expenditure	15,000	-	6,742	(8,258)	45%	55%
Bank Charges	5,500	284	5,016	(484)	91%	9%
<b>Insurance Expenditure</b>						
Vehicle Insurance	65,600	5,915	70,759	5,159	108%	-8%
Property & Casualty Insurance	152,800	7,126	85,508	(67,292)	56%	44%
Accident & Sickness	8,000	561	7,927	(73)	99%	1%
<b>Total Insurance Expenditure</b>	<b>226,400</b>	<b>13,602</b>	<b>164,194</b>	<b>(62,206)</b>	<b>73%</b>	<b>27%</b>
Meeting Expenditure	3,000	-	-	(3,000)	0%	100%
Legal - General Counsel	85,000	5,408	66,078	(18,922)	78%	22%
<b>Communications Expenditure</b>						
Communications - Contracts	53,000	3,975	45,150	(7,850)	85%	15%
Communication - Repair	5,000	-	324	(4,676)	6%	94%
<b>Total Communications Expenditure</b>	<b>58,000</b>	<b>3,975</b>	<b>45,474</b>	<b>(12,526)</b>	<b>78%</b>	<b>22%</b>
Appraisal District	49,000	56,352	56,352	7,352	115%	-15%
Architect and Land	20,000	-	7,976	(12,024)	40%	60%
Brazoria County Tax Collector	20,000	-	16,762	(3,238)	84%	16%
Published Legal Notices	3,000	-	479	(2,521)	16%	84%
Miscellaneous Expenditure	35,000	-	-	(35,000)	0%	100%
<b>Utilities</b>						
Utilities - Electric	61,400	3,838	50,788	(10,612)	83%	17%
Utilities - Gas	5,850	224	4,133	(1,717)	71%	29%
Utilities - Water	3,829	81	1,611	(2,218)	42%	58%
Utilities - Waste Disposal	16,100	1,155	12,788	(3,312)	79%	21%

**BCESD3**  
**Budget vs. Actuals: FY2022 BCESD3 ALL Providers**  
**January 2022 - December 2022**

	<b>Amended Budget 2022-003</b>	<b>MTD Actual</b>	<b>YTD Actual</b>	<b>YTD Variance</b>	<b>YTD Actual %</b>	<b>Remaining Budget %</b>
Utilities - Telephone	42,500	3,070	38,581	(3,919)	91%	9%
Utilities - Cable/Internet	29,150	2,151	25,520	(3,630)	88%	12%
<b>Total Utilities</b>	<b>158,829</b>	<b>10,519</b>	<b>133,421</b>	<b>(25,408)</b>	<b>84%</b>	<b>16%</b>
<b>Rental Expenditure</b>						
Buildings	33,500	2,894	33,213	(287)	99%	1%
<b>Total Rental Expenditure</b>	<b>33,500</b>	<b>2,894</b>	<b>33,213</b>	<b>(287)</b>	<b>99%</b>	<b>1%</b>
<b>Capital Purchases - Building</b>	<b>-</b>					
Building Improvements	100,000	5,400	22,368	(77,633)	22%	78%
Capital Purchases - Vehicles	-	-	30,274	30,274		-100%
Capital Purchase - Equipment	549,675	50,667	510,598	(39,077)	93%	7%
<b>Capital Purchases - Construction</b>	<b>-</b>					
Capital Purchases - 2020 Capital Budget	70,000	-	27,817	(42,183)	40%	60%
Capital Purchases - 2021 Capital Budget	75,000	-	46,795	(28,205)	62%	38%
<b>Loan Principal</b>						
MVFD Station	47,095	-	38,539	(8,556)	82%	18%
EMS Station	75,000	-	74,615	(385)	99%	1%
2018 Fire Trucks	311,398	-	311,398	-	100%	0%
Ambulance Lease Purchase	25,004	-	-	(25,004)	0%	100%
Iowa Colony Station	188,380	-	188,380	(0)	100%	0%
<b>Total Loan Principal</b>	<b>646,877</b>	<b>-</b>	<b>612,931</b>	<b>(33,945)</b>	<b>95%</b>	<b>5%</b>
<b>Loan Interest</b>						
MVFD Station	8,556	-	8,556	(0)	100%	0%
EMS Station	35,063	-	35,339	276	101%	-1%
2018 Fire Trucks	5,917	-	5,917	-	100%	0%
Ambulance Lease Purchase	5,270	-	-	(5,270)	0%	100%
Iowa Colony Station	93,600	-	93,600	-	100%	0%
<b>Total Loan Interest</b>	<b>148,406</b>	<b>-</b>	<b>143,411</b>	<b>(4,995)</b>	<b>97%</b>	<b>3%</b>
<b>Total Expenditures</b>	<b>8,837,057</b>	<b>467,034</b>	<b>7,704,537</b>	<b>(1,132,520)</b>	<b>87%</b>	<b>13%</b>
<b>Net Surplus (Deficit)</b>	<b>633,438</b>	<b>4,015,456</b>	<b>3,077,657</b>	<b>2,444,218</b>	<b>486%</b>	<b>-386%</b>

**BCESD3**  
**Budget vs. Actuals: FY2022 BCESD EMS**  
**January 2022 - December 2022**

Ideal %	100%
Actual %	104%

	Amended Budget 2022-003	MTD Actual	YTD Actual	YTD Variance	YTD Actual %	Remaining Budget %
<b>Revenue</b>						
Charges for Services	780,000	74,228	817,807	37,807	105%	-5%
Other Revenue	5,745	-	-	(5,745)	0%	100%
Intergovernmental Revenue	7,000	-	7,000	-	100%	0%
Grant Income	122,132	-	122,132	(0)	100%	0%
<b>Total Revenue</b>	<b>914,877</b>	<b>74,228</b>	<b>946,939</b>	<b>32,062</b>	<b>104%</b>	<b>-4%</b>

Ideal %	100%
Actual %	91%

<b>Expenditures</b>						
<b>Salaries &amp; Wages</b>						
Salaries	719,861	72,320	602,137	(117,724)	84%	16%
Salaries - Overtime	373,551	49,476	382,016	8,465	102%	-2%
Salaries - Payroll Taxes	83,646	8,902	70,796	(12,850)	85%	15%
Salaries - Unemployment Insurance	5,040	15	3,288	(1,752)	65%	35%
Benefits - Medical Benefits	76,347	9,261	94,127	17,780	123%	-23%
Benefits - Employee Medical Services	1,000	-	-	(1,000)	0%	100%
Benefits - Pension	110,544	-	-	(110,544)	0%	100%
<b>Total Salaries &amp; Wages</b>	<b>1,369,989</b>	<b>139,974</b>	<b>1,152,363</b>	<b>(217,626)</b>	<b>84%</b>	<b>16%</b>

<b>Administrative</b>						
Awards - Employee Recognition	2,500	1,505	2,093	(407)	-100%	0%
<b>Total Administrative</b>	<b>2,500</b>	<b>1,505</b>	<b>2,093</b>	<b>(407)</b>	<b>-100%</b>	<b>0%</b>

<b>Direct Operations</b>						
Supplies - Office	3,000	45	1,451	(1,549)	48%	52%
Supplies - Minor Tools & Equipment	10,000	361	3,620	(6,380)	36%	64%
Supplies - Fuel, Oil, & Grease	44,500	2,974	42,890	(1,610)	96%	4%
Supplies - Household	2,500	99	1,420	(1,080)	57%	43%
Supplies - Postage & Shipping	1,500	-	842	(658)	56%	44%
Supplies - Public Relation Items	100	-	82	(18)	82%	18%
Supplies - Uniforms	12,000	235	10,554	(1,446)	88%	12%
Supplies - Food & Ice	1,000	-	-	(1,000)	0%	100%
Supplies - Educational & Training	22,400	-	14,143	(8,257)	63%	37%
Supplies - Medical	79,000	793	79,405	405	101%	-1%
Services - Contract	74,400	16,704	42,203	(32,197)	57%	43%
Services - Equipment Rental/Lease	3,500	368	3,564	64	102%	-2%
Services - Digital Radio Enhancements	5,000	-	884	(4,116)	18%	82%
Sundry - Travel/Training	6,000	218	5,641	(359)	94%	6%
Sundry - Dues & Memberships	2,000	-	1,754	(246)	88%	12%
Sundry - Subscriptions	3,000	-	2,864	(136)	95%	5%
Sundry - Permits, Certifications & Licenses	2,500	-	180	(2,320)	7%	93%
Services - Billing	45,000	4,185	44,162	(838)	98%	2%
Supplies - Software/IT Equipment	3,000	-	2,021	(979)	67%	33%
Minor Gear/Equipment	1,500	-	-	(1,500)	0%	100%
Services - Staffing Expenditures	4,000	-	3,511	(489)	88%	12%
<b>Total Direct Operations</b>	<b>325,900</b>	<b>25,982</b>	<b>261,190</b>	<b>(64,692)</b>	<b>80%</b>	<b>20%</b>

**BCESD3**  
**Budget vs. Actuals: FY2022 BCESD EMS**  
**January 2022 - December 2022**

	<b>Amended Budget 2022-003</b>	<b>MTD Actual</b>	<b>YTD Actual</b>	<b>YTD Variance</b>	<b>YTD Actual %</b>	<b>Remaining Budget %</b>
<b>Maintenance</b>						
Maintenance - Building & Grounds	1,500	-	2,751	1,251	183%	-83%
Maintenance - Preventative Maintenance	5,600	-	2,193	(3,407)	39%	61%
<b>Total Maintenance</b>	<b>7,100</b>	<b>-</b>	<b>4,944</b>	<b>(2,156)</b>	<b>70%</b>	<b>30%</b>
<b>Fleet Maintenance</b>						
Maintenance - Vehicle	-	862	63,759	63,759	-100%	0%
<b>Total Fleet Maintenance</b>	<b>-</b>	<b>862</b>	<b>63,759</b>	<b>63,759</b>	<b>-100%</b>	<b>0%</b>
<b>Communications Expenditure</b>				-		
Communications - Contracts	41,000	2,975	36,150	(4,850)	88%	12%
Communications - Repair	-	-	324	324	-100%	0%
<b>Total Communications Expenditure</b>	<b>41,000</b>	<b>2,975</b>	<b>36,474</b>	<b>(4,526)</b>	<b>89%</b>	<b>11%</b>
<b>Utilities</b>				-		
Utilities - Telephone	-	225	2,411	2,411	-100%	0%
Utilities - Cable/Internet	-	-	24	24	-100%	0%
<b>Total Utilities</b>	<b>-</b>	<b>225</b>	<b>2,435</b>	<b>2,435</b>	<b>-100%</b>	<b>0%</b>
<b>Capital Purchase - Equipment</b>	<b>122,025</b>	<b>-</b>	<b>172,117</b>	<b>50,092</b>	<b>141%</b>	<b>-41%</b>
<b>Total Expenditures</b>	<b>1,868,514</b>	<b>171,524</b>	<b>1,695,375</b>	<b>(173,139)</b>	<b>91%</b>	<b>9%</b>
<b>Net Surplus (Deficit)</b>	<b>(953,637)</b>	<b>(97,296)</b>	<b>(748,436)</b>	<b>205,201</b>	<b>78%</b>	<b>22%</b>

**BRAZORIA COUNTY ESD NO. 3 - DEBT SCHEDULE**

Manvel VFD Station, Debt-Payable to Wells Fargo (580,000.00)

Fixed Rate: 5.140%

Pmt No.		Due Date	Total Payment	Interest Due	Principal Due	After Payment Termination Value
1	PAID	8/24/2006	47,094.76	29,812.00	17,282.76	573,822.35
2	PAID	8/24/2007	47,094.76	28,923.67	18,171.10	554,844.88
3	PAID	8/24/2008	47,094.76	27,989.67	19,105.09	534,937.52
4	PAID	8/24/2009	47,094.76	27,007.67	20,087.09	514,054.69
5	PAID	8/24/2010	47,094.76	25,975.19	21,119.57	492,148.61
6	PAID	8/24/2011	47,094.76	24,889.65	22,205.11	469,169.13
7	PAID	8/24/2012	47,094.76	23,748.30	23,346.46	445,063.66
8	PAID	8/24/2013	47,094.76	22,548.30	24,546.47	419,777.01
9	PAID	8/24/2014	47,094.76	21,286.61	25,808.15	393,251.33
10	PAID	8/24/2015	47,094.76	19,960.07	27,134.69	365,425.88
11	PAID	8/24/2016	47,094.76	18,565.35	28,529.42	336,236.98
12	PAID	8/24/2017	47,094.76	17,098.93	29,995.83	305,617.83
13	PAID	8/24/2018	47,094.76	15,557.15	31,537.61	273,498.35
14	PAID	8/24/2019	47,094.76	13,936.12	33,158.65	239,805.00
15	PAID	8/24/2020	47,094.76	12,231.76	34,863.00	204,460.69
16	PAID	8/24/2021	47,094.76	10,439.80	36,654.96	167,384.50
17	PAID	8/24/2022	47,094.76	8,555.74	38,539.02	128,491.57
18		8/24/2023	47,094.76	6,574.83	40,519.93	87,692.90
19		8/24/2024	47,094.76	4,492.11	42,602.65	44,895.09
20		8/24/2025	47,094.76	2,302.33	44,792.43	1.00
<b>Totals:</b>			<b>941,895.20</b>	<b>361,895.25</b>	<b>579,999.99</b>	

Manvel EMS Station, Debt-Payable to Prosperity Bank (1,500,000.00)

Fixed Rate: 5.5%

Pmt No.		Due Date	Interest Due (estimated)	Principal Due	Principal Balance (estimated)
1	PAID	10/14/2010	20,625.00	0.00	750,000.00
2	PAID	4/14/2011	41,250.00	75,000.00	1,500,000.00
3	PAID	10/14/2011	39,187.50	0.00	1,425,000.00
4	PAID	4/14/2012	39,187.50	75,000.00	1,425,000.00
5	PAID	10/14/2012	37,125.00	0.00	1,350,000.00
6	PAID	4/14/2013	37,125.00	75,000.00	1,350,000.00
7	PAID	10/14/2013	35,062.50	0.00	1,275,000.00
8	PAID	4/14/2014	35,062.50	75,000.00	1,275,000.00
9	PAID	10/14/2014	33,000.00	0.00	1,200,000.00
10	PAID	4/14/2015	33,000.00	75,000.00	1,200,000.00
11	PAID	10/14/2015	30,937.50	0.00	1,125,000.00
12	PAID	4/14/2016	30,937.50	75,000.00	1,125,000.00
13	PAID	10/14/2016	28,875.00	0.00	1,050,000.00
14	PAID	10/14/2016	28,875.00	75,000.00	1,050,000.00
15	PAID	10/14/2017	26,812.50	0.00	975,000.00
16	PAID	4/14/2018	26,812.50	75,000.00	975,000.00
17	PAID	10/14/2018	24,750.00	0.00	900,000.00
18	PAID	4/14/2019	24,750.00	75,000.00	900,000.00
19	PAID	10/14/2019	22,687.50	0.00	825,000.00
20	PAID	4/14/2020	22,687.50	75,000.00	825,000.00
21	PAID	10/14/2020	20,625.00	0.00	750,000.00
22	PAID	4/14/2021	20,625.00	75,000.00	750,000.00
23	PAID	10/14/2021	18,562.50	0.00	675,000.00
24	PAID	4/14/2022	18,562.50	75,000.00	675,000.00
25	PAID	10/14/2022	16,500.00	0.00	600,000.00
26		4/14/2023	16,500.00	75,000.00	600,000.00
27		10/14/2023	14,437.50	0.00	525,000.00
28		4/14/2024	14,437.50	75,000.00	525,000.00
29		10/14/2024	12,375.00	0.00	450,000.00
30		4/14/2025	12,375.00	75,000.00	450,000.00
31		10/14/2025	10,312.50	0.00	375,000.00
32		4/14/2026	10,312.50	75,000.00	375,000.00
33		10/14/2026	8,250.00	0.00	300,000.00
34		4/14/2027	8,250.00	75,000.00	300,000.00
35		10/14/2027	6,187.50	0.00	225,000.00
36		4/14/2028	6,187.50	75,000.00	225,000.00
37		10/14/2028	4,125.00	0.00	150,000.00
38		4/14/2029	4,125.00	75,000.00	150,000.00
39		10/14/2029	2,062.50	0.00	75,000.00
40		4/14/2030	2,062.50	75,000.00	75,000.00
<b>Totals:</b>			<b>845,625.00</b>	<b>1,500,000.00</b>	

**BRAZORIA COUNTY ESD NO. 3 - DEBT SCHEDULE**

Iowa Colony Station, Debt-Payable to Government Capital Corporation (7,200,000)

Fixed Rate: 2.6%

Pmt No.		Due Date	Total Payment	Interest Due (estimated)	Principal Due	Early Redemption Value after pmt
1	PAID	9/10/2022	\$231,979.53	\$93,600.00	138,379.53	\$7,061,620.47
2		3/10/2023	\$231,979.53	\$91,801.07	\$140,178.46	\$6,921,442.01
3		9/10/2023	\$231,979.53	\$89,978.75	\$142,000.78	6,779,441.23
4		3/10/2024	\$231,979.53	\$88,132.74	\$143,846.79	\$6,635,594.44
5		9/10/2024	\$231,979.53	\$86,262.73	\$145,716.80	\$6,489,877.64
6		3/10/2025	\$231,979.53	\$84,368.41	\$147,611.12	6,342,266.52
7		9/10/2025	\$231,979.53	\$82,449.46	\$149,530.07	\$6,192,736.45
8		3/10/2026	\$231,979.53	\$80,505.57	\$151,473.96	\$6,041,262.49
9		9/10/2026	\$231,979.53	\$78,536.41	\$153,443.12	\$5,887,819.37
10		3/10/2027	\$231,979.53	\$76,541.65	\$155,437.88	\$5,732,381.49
11		9/10/2027	\$231,979.53	\$74,520.96	\$157,458.57	\$5,574,922.92
12		3/10/2028	\$231,979.53	\$72,474.00	\$159,505.53	\$5,415,417.39
13		9/10/2028	\$231,979.53	\$70,400.43	\$161,579.10	\$5,253,838.29
14		3/10/2029	\$231,979.53	\$68,299.90	\$163,679.63	\$5,090,158.66
15		9/10/2029	\$231,979.53	\$66,172.06	\$165,807.47	\$4,924,351.19
16		3/10/2030	\$231,979.53	\$64,016.57	\$167,962.96	\$4,756,388.23
17		9/10/2030	\$231,979.53	\$61,833.05	\$170,146.48	\$4,586,241.75
18		3/10/2031	\$231,979.53	\$59,621.14	\$172,358.39	\$4,413,883.36
19		9/10/2031	\$231,979.53	\$57,380.48	\$174,599.05	\$4,239,284.31
20		3/10/2032	\$231,979.53	\$55,110.70	\$176,868.83	\$4,062,415.48
21		9/10/2032	\$231,979.53	\$52,811.40	\$179,168.13	\$3,883,247.35
22		3/10/2033	\$231,979.53	\$50,482.22	\$181,497.31	\$3,701,750.04
23		9/10/2033	\$231,979.53	\$48,122.75	\$183,856.78	\$3,517,893.26
24		3/10/2034	\$231,979.53	\$45,732.61	\$186,246.92	\$3,331,646.34
25		9/10/2034	\$231,979.53	\$43,311.40	\$188,668.13	\$3,142,978.21
26		3/10/2035	\$231,979.53	\$40,858.72	\$191,120.81	\$2,951,857.40
27		9/10/2035	\$231,979.53	\$38,374.15	\$193,605.38	\$2,758,252.02
28		3/10/2036	\$231,979.53	\$35,857.28	\$196,122.25	\$2,562,129.77
29		9/10/2036	\$231,979.53	\$33,307.69	\$198,671.84	\$2,363,457.93
30		3/10/2037	\$231,979.53	\$30,724.95	\$201,254.58	\$2,162,203.35
31		9/10/2037	\$231,979.53	\$28,108.64	\$203,870.89	\$1,958,332.46
32		3/10/2038	\$231,979.53	\$25,458.32	\$206,521.21	\$1,751,811.25
33		9/10/2038	\$231,979.53	\$22,773.55	\$209,205.98	\$1,542,605.27
34		3/10/2039	\$231,979.53	\$20,053.87	\$211,925.66	\$1,330,679.61
35		9/10/2039	\$231,979.53	\$17,298.83	\$214,680.70	\$1,115,998.91
36		3/10/2040	\$231,979.53	\$14,507.99	\$217,471.54	\$898,527.37
37		9/10/2040	\$231,979.53	\$11,680.86	\$220,298.67	\$678,228.70
38		3/10/2041	\$231,979.53	\$8,816.97	\$223,162.56	\$455,066.14
39		9/10/2041	\$231,979.53	\$5,915.86	\$226,063.67	\$229,002.47
40		3/10/2042	\$231,979.53	\$2,977.06	\$229,002.47	\$0.00

**INVESTMENT REPORT, AUTHORIZATION AND REVIEW**

**Report for**  
BRAZORIA COUNTY ESD NO.3

Prepared for the reporting period ("Period") from

**12/1/2022**

to

**12/31/2022**

<i>Investment Pools</i>		Rate	Beginning Value for Period			Interest earned	Deposits or	Ending Value for Period		
fund			Book	N.A.V.	Market	this period	(Withdrawals)	Book	N.A.V.	Market
OA	TexPool	0.1474%	2,027,137.48	1.00000	2,027,137.48	6,852.06	0.00	2,033,989.54	1.00000	2,033,989.54
		0.1474%	2,027,137.48		2,027,137.48	6,852.06	0.00	2,033,989.54		2,033,989.54

<i>Certificates of Deposits</i>		Rate	Purchase Value	Term in Days	Begin Value for Period	Interest accrued this period	Deposits or (Withdrawals)	Ending Value for Period	Date of Purchase	Date of Maturity
RES		0.00%	0.00	0	0.00	0.00	0.00	0.00	1/0/1900	1/0/1900
RES		0.00%	0.00	0	0.00	0.00	0.00	0.00	1/0/1900	1/0/1900
			0.00	0	0.00	0.00	0.00	0.00		

<i>Federal Obligations</i>		Simple APR	Purchase Value	Term in Days	Begin Period Market Value	Gain (Loss) to Market Value	Deposits or (Withdrawals)	Ending Period Market Value	Date of Purchase	Date of Maturity
OA	N/A	N/A	0.00	0	0.00	N/A	0.00	0.00		
			0.00	0	0.00	0.00	0.00	0.00		
total investments		0.1474%	2,027,137.48	0	2,027,137.48	6,852.06	0.00	2,033,989.54		

**Compliance Statement**

The investments (reported on above) for the Period are in compliance with the investment strategy expressed in the District's Investment Policy and the Public Funds Investment Act.

**Review**

This report and the District's Investment Policy are submitted to the Board for its review and to make any changes thereto as determined by the Board to be necessary and prudent for the management of District funds.

**Signatures**

Investment Officer: Matt Glaves

# **AGENDA**

## **ITEM 7**



# MEMO

**To:** BCESD 3 Board of Commissioners  
**From:** Jeff Braun   
**Date:** January 3, 2023  
**Re:** Investment Policy

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Pursuant to the Public Funds Investment Act, Chapter 2256 of the Government Code, the District must adopt a public funds investment policy and review it annually. Such a policy was adopted in June 2020 (attached), and it is necessary for the Board to review the document and approve the attached Resolution.

**RESOLUTION OF  
BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3  
REGARDING 2021 REVIEW OF THE  
ADOPTED INVESTMENT POLICY**

On January 9, 2023, the Board of ESD Commissioners of Brazoria County Emergency Services District No. 3 (the "District") met in open session and after consideration of the matters presented, made the following findings and passed the following Resolution:

**WHEREAS**, the Texas Legislature enacted Chapter 2256 of the Government Code, such being cited as the Public Funds Investment Act (herein "Investment Act"); and

**WHEREAS**, said Investment Act applies to all local governments and political subdivisions of the State of Texas (which definition includes Emergency Services Districts); and

**WHEREAS**, said Investment Act requires the District to adopt a public funds investment policy and to review it not less than annually; and

**WHEREAS**, the Board of ESD Commissioners of the District ADOPTED on May 11, 2020 a written Investment Policy, a copy of which is filed in the District records, which complies with the requirements of the Investment Act; and

**NOW THEREFORE, BE IT RESOLVED** that Brazoria County Emergency Services District No. 3, after Motion being made, seconded, and discussed, finds and does hereby resolve that no changes are necessary at this time to the Investment Policy adopted in May 2020 under which the District will continue to operate in 2021, unless and until such time as the Board by resolution revises, amends or replaces the 2020 Investment Policy.

This Resolution has been PASSED upon Motion made by Commissioner \_\_\_\_\_ seconded by Commissioner \_\_\_\_\_ by a vote of \_\_\_ to \_\_\_ and is effective this 9<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
SECRETARY OF BOARD

**INVESTMENT POLICY FOR  
BRAZORIA COUNTY  
EMERGENCY SERVICES DISTRICT NO. 3**

Adopted: June 8, 2020

## **I. INVESTMENT AUTHORITY AND SCOPE OF POLICY FOR BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**

### **General Statement**

This Investment Policy ("Investment Policy") has been adopted by Brazoria County Emergency Services District No. 3 ("District") to satisfy and carry out the statutory requirements of Government Code Chapter 2256, the Local Government Code (as applicable) and Chapter 775 of the Health and Safety Code, to define and adopt a formal investment Policy. This Policy has been adopted by resolution of the District Board of ESD Commissioners ("ESD Commissioners"), and said Resolution is attached hereto as Attachment A. This Policy will be reviewed and adopted by resolution at least annually as provided under §2256.005(e).

### **Funds Included**

This investment Policy applies to all financial assets and all funds of the District at the present time and any funds of the District held in the future and any other funds held by or in the custody of the District, unless expressly prohibited by law or unless it is in contravention of any depository contract between District and any depository bank.

### **District's Investment Officer**

In accordance with the Local Government Code (as may be applicable), and/or Chapter 775 of the Health and Safety Code, and/or Chapter 2256, §2256.005 (f) and (g), the District Treasurer, under the direction of the District Commissioners, may invest District funds that are not immediately required to pay obligations of the District. The District Commissioners shall designate by resolution one or more officers or employees or investment consultants as the District Investment Officer, as such is described and defined under Chapter 2256 of the Local Government Code. A copy of the resolution that designates the investment officer is attached hereto as Attachment B.

If the investment officer has a personal business relationship with an entity - or is related within the second degree by affinity or consanguinity to an individual - seeking to sell an investment to the District, the investment officer must file a statement disclosing that personal business interest - or relationship - with the Texas Ethics Commission, as may be required by law, and with the General Counsel and District Board of ESD Commissioners, in accordance with Government Code 2256.005 (i).

## **II. INVESTMENT OBJECTIVES**

### **General Statement**

Funds of the District will be invested in accordance with federal and state laws, this investment Policy and written District administrative procedures. The District will invest according to investment strategies for each fund that are adopted by District resolution in accordance with §2256.005(d).

### **Safety and Maintenance of Adequate Liquidity**

The District is concerned and has a primary consideration about the return of its principal; therefore, safety of principal is a primary objective in any investment transaction.

The District's investment portfolio must be structured in conformance with an asset/liability management plan which provides for liquidity necessary to pay District obligations as they become due.

#### **A. DIVERSIFICATION, YIELD, MATURITY AND QUALITY/CAPABILITY OF INVESTMENT MANAGEMENT.**

##### **Diversification**

It will be the Policy of District to diversify its portfolio to eliminate the risk of loss resulting from over-concentration of assets in a specific maturity, a specific issuer or a specific class of investments. Investments of the District shall always be selected that provide for stability of income and reasonable liquidity.

##### **Yield**

It will be an objective of the District to earn the maximum rate of return allowed on its investments within the policies imposed by its safety and liquidity objectives, investment strategies for each fund, and state and federal law governing investment of public funds.

##### **Maturity**

Portfolio maturities will be structured to meet the obligations of the District first and then to achieve the highest return of interest. When the District has funds that will not be needed to meet current-year obligations, maturity restraints will be imposed based upon the investment strategy for each fund. The maximum allowable stated maturity of any individual investment owned by the District is twenty-four (24) months or if for a longer maturity, must be cancellable without loss of principal at least one (1) time per twenty-four (24) month period.

##### **Quality and Capability of Investment Management**

It is the District's Policy to encourage training similar to that set out in the Public Funds Act, §2256.008 and periodic training in investments for the District Investment Officer through courses and seminars offered by professional organizations and associations in order to insure the quality, capability and currency of the District Investment Officer in making investment decisions. In this regard, the District Investment Officer and the District Treasurer may attend at least one training session regarding their investment responsibilities under the Public Funds Investment Act within twelve (12) months after initially taking office as the District Investment Officer and the District Treasurer. Further the District Investment Officer and the District Treasurer - and the District bookkeeper - may attend instruction so as to receive not less than ten (10) hours of instruction in every two-year period regarding their investment responsibilities under the Public Funds Investment Act. In such event, such instruction shall be offered by a source approved under the Public Funds Investment Act, independent of the District and approved by the Board of ESD Commissioners. However, if the District Investment Officer shall elect, with the consent of the District Board, to forgo such training as otherwise set out in the Public Funds Act, Sec.2256.008, then the District may invest funds only in the authorized investments set forth under Government Code §2256.009 (obligations of, or guaranteed by governmental entities), §2256.010 (certificates of deposit and share certificates), §2256.016

(investment pools), unless the treasurer, chief financial officer (if not the treasurer) and the investment officer of the district attend and successfully complete the training requirements under §2256.008, Government Code.

## **B. MONITORING OF THE MARKET VALUE OF INVESTMENTS AND COLLATERAL AND INVESTMENT STRATEGIES.**

### **Monitoring of the Market Value of Investments and Collateral**

The District Investment Officer, with the help of such District Officials as needed, shall determine the market value of each investment and of all Collateral pledged to secure deposits of District funds at least quarterly and at a time as close as practicable to the closing of the reporting period for investments. Such values shall be included on the investment report. The following methods shall be used:

- (a) Certificates of Deposit shall be valued at their fair value plus any accrued but unpaid interest.
- (b) Shares in money market mutual funds and investment pools shall be valued at par plus any accrued but unpaid interest.
- (c) Other investment securities with a remaining maturity of one year or less may be valued in any of the following ways:
  - (1) the lower of two bids obtained from securities broker/dealers for such security;
  - (2) the average of the bid and asked prices for such investment security as published in The Wall Street Journal or The New York Times;
  - (3) the bid price published by any nationally recognized security pricing service: or
  - (4) the market value quoted by the seller of the security or the owner of such collateral.

### **Investment Strategies**

In accordance with the Public Funds Investment Act, §2256.005(d), a separate written investment strategy will be developed for each of the funds under District's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities of importance:

- (1) understanding of the suitability of the investment to the financial requirements of the entity;
- (2) preservation and safety of principal;
- (3) liquidity [using a cash-flow analysis to show what District obligations must be met and utilizing and investment strategy for meeting those obligations];
- (4) marketability of the investment if the need arises to liquidate the investment before maturity,
- (5) diversification of the investment portfolio;

- (6) yield; and
- (7) maturity restrictions.

Attachment C includes investment strategies for all funds. In accordance with the Public Funds Investment Act, §2256.005(e), all investment strategies will be reviewed and adopted by resolution at least annually.

### III. INVESTMENT TYPES

**WHERE THE DISTRICT INVESTMENT OFFICER COMPLIES FULLY WITH ALL THE REQUIREMENTS UNDER THE PUBLIC FUNDS ACT, §2256.008, THE DISTRICT INVESTMENT OFFICER SHALL USE ANY OR ALL OF THE FOLLOWING AUTHORIZED INVESTMENT INSTRUMENTS CONSISTENT WITH GOVERNMENT CODE 2256:**

- A. Except as provided by Government Code 2256.009(b), the following are authorized investments:
  - (1) obligations of the United States or its agencies and instrumentalities;
  - (2) direct obligations of this state or its agencies and instrumentalities;
  - (3) collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
  - (4) other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities; and
  - (5) obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.
  - (6) bonds issued, assumed, or guaranteed by the State of Israel; and
  - (7) interest-bearing banking deposits that are guaranteed or insured by the Federal Deposit Insurance Corporation or its successor; or the National Credit Union Share Insurance Fund or its successor.
  
- B. Certificates of Deposit if issued by a state or national bank domiciled in this state or a savings and loan association domiciled in this state and is:
  - (1) guaranteed or insured by the Federal Deposit Insurance Corporation or National Credit Union Share Insurance Fund (NCUSIF) or successor;
  - (2) secured by obligations that are described by §2256.009(a) of the Public Funds Investment Act, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities of the nature described by §2256.009(b) of the Public Funds Investment Act; or

- (3) secured in any other manner and amount provided by law for deposits of the District.

C. A fully collateralized repurchase agreement, as defined in the Public Funds Investment Act, if it:

- (1) has a defined termination date,
- (2) is secured by obligations described by §2256.009(a)(1) of the Public Funds Investment Act; and
- (3) requires the securities being purchased by the District to be pledged to the District, held in the District's name, and deposited at the time the investment is made with the District or with a third party selected. and approved by the District; and
- (4) is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state.

Notwithstanding any law, the term of any reverse security repurchase agreement may not exceed ninety (90) days after the date the reverse security repurchase agreement is delivered.

Money received by a District under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

D. A bankers' acceptance if it:

- (1) has a stated maturity of 270 days or fewer from the date of its issuance;
- (2) will be, in accordance with its terms, liquidated in full at maturity;
- (3) is eligible for collateral for borrowing from a Federal Reserve Bank; and
- (4) is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least one nationally recognized credit rating agency.

E. Commercial paper is an authorized investment under this subchapter if the commercial paper:

- (1) has a stated maturity of 270 days or fewer from the date of its issuance; and
- (2) is rated not less than A-1 or P-1 or an equivalent rating by at least:
  - (A) two nationally recognized credit rating agencies; or
  - (B) one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state.

F. Mutual funds and money market mutual funds with limitations described below:

- (a) A no-load money market mutual fund is authorized if the mutual fund:
  - (1) is registered with and regulated by the Securities and Exchange Commission;
  - (2) provides the investing entity with a prospectus and other information required by the Securities Exchange Act of 1934 (15 U.S.C. Section 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.); and; and
  - (3) complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).
  
- (b) A no-load mutual fund is authorized if it:
  - (1) is registered with the Securities and Exchange Commission;
  - (2) has an average weighted maturity of less than two (2) years;
  - (3) is continuously rated as to investment quality by at least one nationally recognized investment rating firm of not less than AAA or its equivalent; and
  - (4) meets one (1) of the following qualifications:
    - (A) has a duration of one (1) year or more and is invested exclusively in obligations approved by this subchapter; or
    - (B) has a duration of less than one (1) year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.
  
- (c) Relative to mutual funds and money market mutual funds, the District **may not**:
  - (1) invest in the aggregate more than fifteen percent (15%) of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in money market mutual funds or mutual funds, either separately or collectively;
  - (2) invest in the aggregate more than fifteen percent (15%) of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds;
  - (3) invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds; or
  - (4) invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund or

money market mutual fund in an amount that exceeds ten percent (10%) of the total assets of the mutual fund or money market mutual fund.

- G. Eligible investment pools (as discussed in the Public Funds Investment Act, §2256.016 through §2256.019) if the District by resolution authorizes investment in the particular pool. An investment pool shall invest the funds it receives from entities in authorized investments permitted by the Public Funds Investment Act. A District by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds.
- H. As required by §2256.021, if the District holds any investments which require a minimum rating, then the Investment Officer shall monitor said ratings no less frequently than quarterly to ensure that the minimum rating is maintained. The Investment Officer shall maintain a log of the monitoring dates and ratings on those dates. If the investment loses the minimum required rating, then the Investment Officer shall take all prudent measures that are consistent with this Policy to liquidate said investment and provide immediate notice to the full Board of Commissioners.

**WHERE THE DISTRICT INVESTMENT OFFICER ELECTS NOT TO COMPLY FULLY WITH ALL THE REQUIREMENTS UNDER THE PUBLIC FUNDS ACT, §2256.008:**

**Health and Safety Code §775.043 allows the District Investment Officer, if an officer or employee of a District, to exercise an exemption from the requirement to complete investment training as otherwise required by Government Code §2256.008. When the District Investment Officer exercises this exemption and elects not to comply fully with all the requirements of § 2256.008, then the District may invest funds only in the authorized investments set forth under:**

- A. Government Code §2256.009 for obligations of, or guaranteed by governmental entities;
- B. Government Code §2256.010 (certificates of deposit and share certificates); and
- C. Government Code §2256.016 (investment pools).

**Prohibited Investments**

The District Investment Officer has no authority to use any of the following investment instruments which are strictly prohibited:

- (1) obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- (2) obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- (3) collateralized mortgage obligations that have a stated final maturity date of greater than 10 years;

- (4) collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index;
- (5) Investments which are prohibited by Government Code Chapter 2270 PROHIBITION ON INVESTING PUBLIC MONEY IN CERTAIN INVESTMENTS and SB 253 (85th Legislature Regular Session). That chapter deals primarily with entities conducting business with Sudan, Iran or Foreign Terrorist Organizations. Such "Listed Companies" are prohibited investments. The Texas Comptroller will regularly update the list of Listed Companies. The Investment Officer will review the updated lists when made available by the Comptroller and will follow the requirements of SB 253 with respect to any existing investments in Listed Companies; and
- (6) Government Code CHAPTER 2270. PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL prohibits the District from entering into a contract with a company for goods or services, including any contracts dealing with investments, unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract.

#### **IV. INVESTMENT RESPONSIBILITY AND CONTROL**

##### **Investment Institutions Defined**

The District Investment Officer shall invest District funds with any or all of the following institutions or groups consistent with federal and state law and the current Depository Bank contract:

- (1) Depository bank;
- (2) Other state or national banks domiciled in Texas that are insured by FDIC
- (3) Credit unions domiciled in Texas that are insured by NCUSIF;
- (4) Public funds investment pools (such as TexPool and Texas Class); or
- (5) Government securities brokers and dealers.

##### **Qualifications for Approval of Broker/Dealers**

In accordance with 2256.005(k), a written copy of this investment Policy shall be presented to any person seeking to sell to the District an authorized investment. The registered principal of the business organization seeking to sell an authorized investment shall execute a written instrument substantially to the effect that the registered principal has:

- (1) received and thoroughly reviewed the investment Policy of the District; and
- (2) acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the District and the organization.

The investment officer may not buy any securities from a person who has not delivered to the District an instrument in substantially the form provided above according to §2256.005(l).

### **Standards of Operation**

The District Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program, consistent with this Investment Policy.

### **Delivery vs. Payment**

It will be the Policy of the District that all Treasury Bills, Notes and Bonds and Government Agencies' securities shall be purchased using the "Delivery vs. Payment" (DVP) method through the Federal Reserve System. By so doing, District funds are not released until the District has received, through the Federal Reserve wire, the securities purchased.

### **Audit Control**

The District Investment Officer will establish liaison with the District Auditor in preparing investment forms to assist the District Auditor for accounting and auditing control. The Investment Officer is subject to audit by the District Auditor. In addition, the District, at a minimum, will have an annual financial audit of all District funds by an independent auditing firm, as well as an annual compliance audit of management controls on investments and adherence to the entity's established investment policies in accordance with Gov. Code §2256.005(m).

### **Standard of Care**

In accordance with Government Code 2256.006, investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order of priority: preservation and safety of principal, liquidity, and yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- (1) the investment of all funds, or funds under the District's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- (2) whether the investment decision was consistent with the written investment policy in effect at the time of the investment decision.

## **V. INVESTMENT REPORTING AND PERFORMANCE EVALUATION**

### **Quarterly Report**

In accordance with Government Code 2256.023, not less than quarterly, the investment officer shall prepare and submit to the Board of ESD Commissioners a written report of investment transactions for all funds for the preceding reporting period within a reasonable time after the end of the period. The report must:

- (1) describe in detail the investment position of the District on the date of the report;
- (2) be prepared jointly by all investment officers of the District;

- (3) be signed by each investment officer of the District;
- (4) contain a summary statement of each pooled fund group that states the:
  - (A) beginning market value for the reporting period;
  - (B) additions and changes to the market value during the period, and
  - (C) ending market value for the period;
- (5) state the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
- (6) state the maturity date of each separately invested asset that has a maturity date;
- (7) state the account or fund or pooled group fund in the District for which each individual investment was acquired;
- (8) state the compliance of the investment portfolio of the District as it relates to:
  - (A) the investment strategy expressed in the District's investment Policy; and
  - (B) relevant provisions of this chapter; and
- (9) state the total rate of return.

#### **Notification of Investment Changes**

It shall be the duty of the District Investment Officer of the District to notify the District Board of ESD Commissioners of any significant changes in investment methods and procedures prior to their implementation, regardless of whether they are authorized by this Policy or not.

### **VI. INVESTMENT COLLATERAL AND SAFEKEEPING**

#### **Policy of Securing Deposits of District Funds -Applicable to All Deposited District Funds**

A. The District recognizes that FDIC (or its successor) insurance is available for District funds deposited at any one Texas Financial Institution (including branch banks) only up to a maximum (including accrued interest) of \$250,000, as the case may be, for each of the following: (i) demand deposits, (ii) time and savings deposits, and (iii) deposits made pursuant to an indenture or pursuant to law in order to pay bondholders or noteholders. It is the policy of the District that all deposited funds in each of the Districts accounts shall be insured by the FDIC, or its successor, and to the extent not insured, shall be secured by Collateral pledged to the extent of the fair market value of the principal amount deposited plus accrued interest as required by the Collateral Act.

B. If it is necessary for the District's depositories to pledge Collateral to secure the District's deposits, (1) the Collateral pledge agreement must be in writing, (2) the Collateral pledge agreement must be approved by the depository's board of directors or loan committee, (3) the depository's approval of the Collateral pledge agreement must be reflected in the minutes of the meeting of the depository's board or loan committee approving same, and (4) the Collateral pledge agreement must be kept in the official records of the depository. The depository must provide to the District Investment Officer or District Officials with written proof of the depository's approval of the pledge agreement as required herein in a form acceptable to the

District a signed or certified copy of the minutes of the meeting of the depository's board or loan committee reflecting the approval of the Collateral pledge agreement or other written documentation of such approval acceptable to the District Investment Officer will be accepted. It is the preference of the Board that all requirements of this section be met prior to the deposit of any District funds in such financial institution when a pledge of Collateral is required; however, the Board recognizes that compliance with this preference might not be practicable due to time constraints for making a deposit. In such event, the Board directs the District Investment Officer and District Officials to proceed diligently to have such agreement approved and documented to assure protection of the District's funds. If the decision is made to forego the protection of a Collateral pledge agreement with any depository, the District bookkeeper shall be responsible for maintaining the balance of deposit(s) in such depository plus any accrued but unpaid interest at or below FDIC insurance levels.

C. Collateral pledged by a depository shall be held in safekeeping at an independent third party Institution, and the District bookkeeper shall obtain safe-keeping receipts from the Texas financial institution or the safekeeping institution that reflect that Collateral as allowed by this Investment Policy and in the amount required was pledged to the District. Principal and accrued interest on deposits in a financial institution shall not exceed the FDIC's, or its successors, insurance limits or the market value of the Collateral pledged as security for the District's deposits. It shall be acceptable for the bookkeeper to periodically receive interest on deposits to be deposited to the credit of the District if needed to keep the amount of the funds under the insurance or Collateral limits. It is the preference of this Board that there be no sharing, splitting or co-tenancy of Collateral with other secured parties' or entities; however, in the event that a depository cannot accommodate this preference due to the denominations of the securities to be pledged, the Board directs the District Investment Officer and District Officials to obtain appropriate protections in the pledge agreement with the depository to assure that the Collateral is liquidated and the funds distributed appropriately to all parties with a security interest in such Collateral. The District bookkeeper shall monitor the pledged Collateral to assure that it is pledged only to the District, review the fair market value of the Collateral to ensure that the District's funds are fully secured, and report periodically to the District Investment Officer and the Board regarding the Collateral.

D. The District's funds deposited in any Texas financial institution, to the extent that they are not insured, may be secured in any manner authorized by law for the District as such law is currently written or as amended in the future. **As of the date of this Policy, the following securities are authorized to serve as Collateral under the Collateral Act:**

- (1) Surety bonds;
- (2) An obligation that in the opinion of the Attorney General of the United States is a general obligation of the United States and backed by its full faith and credit;
- (3) A general or special Obligation that is (a) payable from taxes, revenues, or a combination of taxes and revenues and (b) issued by a state or political or governmental entity, agency, instrumentality or subdivision of the state, including a municipality, an institution of higher education as defined by §61.003, Education Code, a junior college, a district created under Article XVI, §59, of the Texas Constitution, and a public hospital;

- (4) A fixed-rate collateralized mortgage obligation that has an expected weighted average life of 10 years or less and does not constitute a "high-risk mortgage security" under the Collateral Act;
- (5) A floating-rate collateralized mortgage obligation that does not constitute a "high-risk mortgage security" under the Collateral Act; or
- (6) A security in which a public entity may invest under the Investment Act. As of the date of this Agreement, the following are the securities in which a public entity may invest under the Investment Act and, therefore, may be used as Collateral:
  - (7) Obligations of the United States or its agencies and instrumentalities;
  - (8) Direct obligations of the State of Texas or its agencies and instrumentalities;
  - (9) Collateralized mortgage obligations directly issued by a federal agency or instrumentality or the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
  - (10) other obligations, the principal and interest of which are unconditionally guaranteed or insured by or backed by the full faith and credit of the United States or the State of Texas or their respective agencies and instrumentalities;
  - (11) Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
  - (12) Certificates of deposit issued by a state or national bank domiciled in this State or a savings bank domiciled in this State or a state or federal credit union domiciled in this State that are guaranteed by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund or its successor that are secured by the obligations in which the District may invest under the Investment Act;
  - (13) Repurchase agreements that comply with the Investment Act;
  - (14) Bankers' acceptances that comply with the Investment Act;
  - (15) Commercial paper that complies with the investment Act;
  - (16) No-load money market mutual funds that comply with the Investment Act;
  - (17) No-load mutual funds that comply with the Investment Act; and
  - (18) A letter of credit issued by a federal home loan bank.

**Notwithstanding anything to the contrary provided above, the following may not be used as collateral and are not authorized as investments for the District under the Investment Act:**

- (1) Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security Collateral and pays no principal;
- (2) Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;

- (3) Collateralized mortgage obligations that have a final stated maturity date of greater than 10 years other than those listed in above; or
- (4) Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

ATTACHMENT "A"

**RESOLUTION OF  
BRAZORIA COUNTY  
EMERGENCY SERVICES DISTRICT NO. 3**

On January 9, 2023, the Board of ESD Commissioners of Brazoria County Emergency Services District No. 3 (the "District") met in open session and after consideration of the matters presented, made the following findings and passed the following Resolution:

**WHEREAS**, the Texas Legislature enacted Chapter 2256 of the Government Code, such being cited as the Public Funds Investment Act (herein "Investment Act"); and

**WHEREAS**, said Investment Act applies to all local governments and political subdivisions of the State of Texas (which definition includes Emergency Services Districts); and

**WHEREAS**, said Investment Act requires the District to adopt a public funds investment policy; and

**WHEREAS**, the Board of ESD Commissioners of the District has been presented with, reviewed and considered a written Investment Policy, a copy of which is attached hereto; and

**WHEREAS**, the Board of ESD Commissioners of the District finds that the referenced Investment Policy is in written form, places primary emphasis on safety of principal and liquidity, properly addresses investment diversification, yield and maturity and the quality and capability of investment management, includes a list of the types of authorized investments in which the District's funds may be invested, and provides for the maximum allowable state of maturity of any individual investment by the District.

**NOW THEREFORE, BE IT RESOLVED** that Brazoria County Emergency Services District No. 3, after Motion being made, seconded, and discussed, finds and does hereby resolve that it adopts as its Investment Policy pursuant to Chapter 2256 of the Government Code the written Investment Policy set forth in the Investment Policy document attached hereto.

This Resolution has been PASSED upon Motion made by Commissioner \_\_\_\_\_ seconded by Commissioner \_\_\_\_\_ by a vote of \_\_\_ to \_\_\_ and is effective this 9<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
SECRETARY OF BOARD

ATTACHMENT "B"

**RESOLUTION OF  
BRAZORIA COUNTY  
EMERGENCY SERVICES DISTRICT NO. 3**

On January 9, 2023, the Board of ESD Commissioners of Brazoria County Emergency Services District No. 3 (the "District") met in open session and after consideration of the matters presented, made the following findings and passed the following Resolution:

**WHEREAS**, under H.B. 2459, the 74th Texas Legislature enacted Chapter 2256 of the Government Code, such being cited as the Public Funds Investment Act (herein "Investment Act"); and

**WHEREAS**, said Investment Act applies to all local governments and political subdivisions of the State of Texas (which definition includes Emergency Services Districts); and

**WHEREAS**, said Investment Act requires the District to adopt a public funds investment policy and to provide for the appointment of an Investment Officer; and

**WHEREAS**, the Board of ESD Commissioners of the District has considered and approved a written Investment Policy, a copy of which is attached hereto.

**NOW THEREFORE, BE IT RESOLVED** that Brazoria County Emergency Services District No. 3, after Motion being made, seconded, and discussed, appoints \_\_\_\_\_ as its Investment Officer pursuant to Chapter 2256 of the Government Code to act in accordance with the instructions and directions set forth in the Investment Policy document attached hereto and as otherwise required by law.

This Resolution has been PASSED upon Motion made by Commissioner \_\_\_\_\_ seconded by Commissioner \_\_\_\_\_ by a vote of \_\_\_ to \_\_\_ and is effective this 9<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
SECRETARY OF BOARD

ATTACHMENT "C"

**INVESTMENT STRATEGY  
BRAZORIA COUNTY EMERGENCY  
SERVICES DISTRICT NO. 3**

**A. GENERAL FUND:**

Investment Objective:

To purchase investments that will preserve the safety of capital, maximize liquidity, and maximize yield (in that order of priority), taking into account the District's monthly operating expenses, the timing of such expenses and the maintenance of any operating reserve that may be designated by the District's Board of ESD Commissioners.

However, if the District Investment Officer shall elect, with the consent of the District Board, to forgo investment training as otherwise set out in the Public Funds Act, §2256.008, then the District may invest funds only in the authorized investments set forth under Government Code §2256.009 (obligations of, or guaranteed by governmental entities), 2256.010 (certificates of deposit and share certificates), 2256.016 (investment pools), unless the treasurer, chief financial officer (if not the treasurer) and the investment officer of the district attend and successfully complete the training requirements under §2256.008, Government Code.

Investment Strategy:

To invest in any of the authorized investments listed in the District's Investment Policy, provided that:

- (1) **Operating Expense Liquidity** - A balance equal to Two (2) months average operating costs will be totally liquid at all times with an additional two (2) months maturing in not more than 60 days. Monthly average operating costs are calculated by taking the total annual budget excluding budgeted capital purchases and dividing by 12.
- (2) **Emergency Operating Reserves** - The district will maintain Six (6) months of operating expense in reserve for emergency purposes. This amount is calculated by taking the annual operating budget excluding capital purchases. These funds will be invested between 12-24 months.
- (3) **Capital Asset Replacement Reserves** - Annually the district will set aside monies to replace all capital investments based on the expected life of the asset. This investment is serving as saving to replace capital assets when they have reached their useful life. These funds will be invested for terms not greater than twenty-four (24) months.
- (4) **Other funds** - These are funds which are not specifically dedicated to the above categories. These funds will be invested for periods of time not greater than twenty-four (24) months.

## **B. MAINTENANCE AND CAPITAL FUND**

### Investment Objective:

To purchase investments that will preserve the safety of capital, maximize liquidity, and maximize yield (in that order of priority), taking into account the timing of planned or potential capital projects that may require the expenditure of the funds in the account.

### Investment Strategy:

To invest in any of the authorized investments listed in the District's Investment Policy, provided that:

- (1) For funds needed for planned capital projects or capital replacement purchases with a known commencement date, the investment will mature no later than the date the funds will be needed to pay for the project, such date to be determined by the District's Board of ESD Commissioners after consultation with the District's service provider.
- (2) For funds not designated for specific planned capital projects, the investment will mature no later than 12-18 months after the date of purchase, provided that the District's Board of ESD Commissioners may authorize an investment with a longer maturity, but no later than Twenty-four (24) months after the date of purchase.

If the District Investment Officer shall elect, with the consent of the District Board, to forgo investment training as otherwise set out in the Public Funds Act, §2256.008, then the District may invest funds only in the authorized investments set forth under Government Code §2256.009 (obligations of, or guaranteed by governmental entities), §2256.010 (certificates of deposit and share certificates), §2256.016 (investment pools), unless the treasurer, chief financial officer (if not the treasurer) and the investment officer of the district attend and successfully complete the training requirements under §2256.008, Government Code.



**BOOKKEEPER'S CERTIFICATION OF RECEIPT  
AND REVIEW OF INVESTMENT POLICY**

**THE STATE OF TEXAS       §  
  §  
COUNTY OF BRAZORIA     §**

I, the undersigned \_\_\_\_\_(Name), \_\_\_\_\_(Title),

of \_\_\_\_\_, do hereby certify that I have been presented a copy of the Resolutions Adopting Year 2023 Investment Policy and Appointing District Investment Officer for \_\_\_\_\_ County Emergency Services District No. \_\_\_\_ (the "District") for the Investment of District Funds for the District. I have thoroughly reviewed the Investment Policy and acknowledge that the District has implemented reasonable procedures and controls to comply with the Investment Policy.

WITNESS MY HAND THIS \_\_\_\_\_ N/A \_\_\_\_\_, 2023.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

# **AGENDA**

## **ITEM 8**



# MEMO

**To:** BCESD 3 Board of Commissioners  
**From:** Jeff Braun *JAB*  
**Date:** January 5, 2023  
**Re:** Cost Sharing Agreement

---

In order to protect the public use of funds, the District has created a Cost Sharing Agreement to be used when there is a joint agreement to make major improvements or repairs at a facility owned by a provider. The public use of money on a private facility is a delicate matter and the expenditure of money must be handled in a certain manner. The Cost Sharing Agreement ensures that the public interest is being served. It is only needed when a provider wants improvements/repairs to its facilities and requests the District to fund the project. The Cost Sharing Agreement provides a lien structure for depreciating minor repairs that are needed. The depreciation is done over a five-year period. In a simple way, the Agreement is a mechanism to make sure that the District is protected in case a VFD decided to sell its structure, after accepting repairs, for some reason. The District would have a way of recouping public funds

Attached you will a cost sharing agreement between Brazoria County ESD No. 3 and the Iowa Colony Volunteer Fire Department. The Agreement covers the Iowa Colony Fire Station Weatherization Project, which involves the installation of bay heaters and insulation in the station. I believe it is in the best interest of the citizens of the District that this project be completed. The Volunteer Fire Department has made a request to the District to fund the weatherization project. Chief Josh Walters has indicated to me that the Department is willing to sign the Cost Sharing Agreement.

It is my recommendation that the Board approve the Cost Sharing Agreement with the Iowa Colony Volunteer Fire Department.

**COST SHARING AGREEMENT – IOWA COLONY  
FIRE STATION WEATHERIZATION PROJECT**

**STATE OF TEXAS           §  
COUNTY OF BRAZORIA §**

This COST SHARING AGREEMENT ("Agreement"), effective as of January\_\_\_\_, 2023, is executed and approved by and between **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3** ("District"), a political subdivision of the State of Texas, organized and operating pursuant to the provisions of Section 48-e, Article III of the Texas Constitution and Chapter 775 of the Texas Health and Safety Code, as amended and **IOWA COLONY VOLUNTEER FIRE DEPARTMENT** ("Department"), a Texas non-profit corporation duly organized and operating under the laws of the State of Texas.

**WITNESSETH**

**WHEREAS**, the District is a duly organized emergency services district, and a political subdivision of the State of Texas, created to protect life and health, and for such other purposes as determined by the District under said Health and Safety Code, with full authority to carry out the objects of its creation, and to that end the District authorized to enter into and perform any and all necessary contracts;

**WHEREAS**, pursuant to Section 775.031 of the Texas Health and Safety Code the District has the authority to enter into such necessary contracts with others, including incorporated cities or towns or other government entities, and volunteer fire organizations, whereby fire protection services and other services may be made available to the District as the District shall determine;

**WHEREAS**, the District has entered into a Contract with the Department to secure fire protection and suppression services ("Emergency Services") for the geographic area of the District ("Services Area");

**WHEREAS**, the District desires to work with the Department and other agencies to increase the Emergency Services capabilities of the District and Department to the best ability possible with the funds available;

**WHEREAS**, the Department needs to have gas fired bay heaters to protect apparatus and equipment in their bay engine at its fire station located at 12009 County Rd 65, Rosharon, Texas 77583 (the “Fire Station”).

**WHEREAS**, the installation of insulation and paneling will help regulate the temperatures inside of the Fire Station;

**WHEREAS**, the District has determined that it is in the best interests of the residents and the property owners of the District to enter into an agreement for the District to provide funds in order to share the costs associated with the weatherization of the Department’s Fire Station to improve the provision of Emergency Services in the District;

**WHEREAS**, the Department acknowledges that it is not able to fund the weatherization its Fire Station without the District’s direct assistance;

**NOW, THEREFORE**, for and in consideration of the premises and mutual covenants hereinafter contained, the parties hereto agree each with the others as follows:

## **ARTICLE I**

### **DEFINITIONS**

- A. “District” means Brazoria County Emergency Services District No. 3, a duly formed political subdivision of the State of Texas operating under the authority of the laws of the State of Texas, including Texas Health and Safety Code chapter 775.
- B. “Department” means Iowa County Volunteer Fire Department, a duly organized Texas Nonprofit Corporation.
- C. “Parties” means the District and Department.
- D. “Fire Suppression Service Agreement” means the contract between the Parties under which the Department provides emergency services to the District or a portion of the District and the District funds certain operational and capital expenses of the Department. The Fire Suppression Service Agreement may renew for periods of one year or any other time period established by the District Board of Emergency Services Commissioners.

G. "Payment" means the full price charged by the vendor(s) for the Work. The Payment is required to be paid to the vendor(s) in a timely manner upon completion of the Work at the Department's Fire Station. The Payment is made for the benefit of the District in order to have the related equipment available for the provision of emergency services within the District by the Department.

H. "Work" is the labor, improvements and related costs related to the weatherization of the Department's fire station (installation of the gas fired bay heaters, insulation of the bay and related work). The full scope of the Work will be defined by the quotes and invoices supplied by the vendors and approved by the District. While the Work will be defined by the Final Scope Addendum to this agreement. The Work is estimated to include the following Preliminary Scope:

1. Heating (estimated \$5,400.00):
  - (a) Install two (2) Dayton Gas Heater Model M#2RYV2A 90,000 BTU heaters in fire truck bay.
  - (b) Hang heaters from all thread to ceiling joist.
  - (c) Run flue pipe to side wall of bay to outside.
  - (d) Install gas flex to gas line.
  - (e) Install thermostats on back wall.
  - (f) Check unit operation
  
2. Plumbing (estimated \$6,500.00):
  - (a) All labor and material are provided by plumber for installation of gas pipping.
  - (b) Installation of 110 feet of 1" poly underground 2 psi gas pipping with tracer wire from propane tank to front right of building with shut off valves and gas risers.
  - (c) Installation of 100 feet of 1" galvanized pipping from right front of building and up exterior wall to ceiling and hang pipping across building to terminate connections to two (2) 90K BTU heaters hung at ceiling.
  - (d) Install new regulator at building entry.
  - (e) Cut and thread pipping to size for installation.

- (g) Permit and riser diagram included in bid.
- 3. Walls, door and insulation (estimated \$28,900.00):
  - (a) Remove existing garage door.
  - (b) Reframe and install new 26" gauge r-panel.
  - (c) Insulate all walls.
  - (d) Install 26" gauge r-panel on all interior walls.
  - (e) Install new beam.
  - (g) Remove all electrical conduits to be able to install R-panel correctly.
  - (h) Materials and Labor.

**ARTICLE II**  
**DISTRICT FUNDING FOR THE WORK**

- A. The District agrees to fund the Payment for the Work, as defined above.
- B. The District will make the Payment to the vendor(s) directly for the Work at the Department's Fire Station upon receipt of the vendors' invoices for payment.
- C. Upon disbursement of the Payment to the installation vendor(s) the District holds (1) a contractual lien interest by operation of this agreement, (2) a statutory lien interest under Texas Health and Safety Code §775.073 and other relevant Texas law and (3) an equitable interest in securing the ownership interests of the District's taxpayers. The lien interest is the amount of the Payment, amortized as described below. The Department agrees and acknowledges these lien interests are valid as established by this agreement and are required by the provisions of the Texas Constitution and statutes. The District may file a copy of this Agreement or other summary document in the Brazoria County Real Property Records to provide notice of the lien thereby evidencing the District's lien.
- D. The lien interest is the total cost of the Payment amortized on a five (5) year depreciation schedule for the amount of the Payment for the Work related to installing the Generator. The original total cost of the Payment shall decrease by 20% each year on the anniversary of the final portion of the Payment of the Work to the vendor(s). On the anniversary of the fifth year of the final portion of the

Payment, the lien interest shall be reduced to zero, subject to exception for any substantial, permanent improvements added to the station as part of the Work funded by the District's Payment. Any such substantial, permanent improvement will incur a permanent lien interest for the full appraised value of such improvement. A substantial, permanent improvement means an improvement that fundamentally alters the function and value of the Station, such as adding a bay or substantially re-building the facility. Any such improvement which incurs a permanent lien interest must be designated in the Final Scope Addendum.

### **ARTICLE III**

#### **TITLE AND OWNERSHIP**

A. Per the terms of this Agreement, the improvements to the Fire Station shall remain entirely and wholly the property of the Department, subject to any permanent lien substantial, permanent improvement as described above.

B. Per the terms of this Agreement, the District will have a lien interest in the Work as described in Sections II. C and II. D, above

D. The Parties acknowledge that Texas law, including but not limited to Texas Health and Safety Code §775.073 protects the District's, and its taxpayers', interest in the District funding the Payments for the Work.

E. This Agreement survives the termination of any contract for the provision of emergency services between the parties currently in place or which may be executed by the parties subsequent to the approval and execution of this Agreement.

### **ARTICLE IV**

#### **INSURANCE AND MAINTENANCE**

A. The Department shall provide for insurance and maintenance of the Fire Station described herein in the normal course and scope of its business and in accordance with the terms of the Contract for the provision of emergency services to the District. If the Department suffers any loss due to destruction or damage to the Fire Station for which the Department receives a payment from insurance, then the Department will pay a portion of such insurance payment to

the District, based upon the remaining depreciated value of the lien interest for the Payment.

**ARTICLE V**  
**MISCELLANEOUS**

A. Construction of Terms. If appropriate, in this Agreement words of the singular number shall be considered to include the plural, words of the plural shall be considered to include the singular, and words of the masculine, feminine, and neuter genders shall be considered to include the other genders.

B. Notices. All notices, certificates or other communications hereunder shall be sufficiently given or shall be deemed given when delivered by regular mail, or sent by telegram addressed as follows:

If to District, at:  
P.O. Box 1253  
Manvel, TX 77578

With a copy to:  
Coveler & Peeler, P.C.  
Two Memorial City Plaza  
820 Gessner, Suite 1710  
Houston, Texas 77024

If to Department, at:  
12009 Iowa Colony Blvd.  
Iowa Colony, Texas 77583

The District or Department may by notice hereunder designate any further or different address to which subsequent notices, certificates or other communications shall be sent.

C. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the District and Department.

D. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

E. Execution and Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

F. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit, or otherwise describe the scope or intent of any provision or section of this Contract.

G. Governing Law. The validity, interpretation, and performance of this Agreement shall be governed by the laws of the State of Texas.

H. Venue. This Agreement is fully performable and enforceable in Brazoria County, Texas wherein venue hereunder shall lie.

**IN WITNESS WHEREOF** the District and Department have caused this Agreement to be executed in their respective corporate names and their respective corporate seal to be hereunto affixed and attested by the duly authorized officers.

Signed this \_\_\_\_\_ day of January, 2023.

**IOWA COLONY VOLUNTEER  
FIRE DEPARTMENT**

**BRAZORIA COUNTY  
EMERGENCY SERVICES  
DISTRICT NO. 3**

By: \_\_\_\_\_  
Josh Walters, Fire Chief

By: \_\_\_\_\_  
Darrell Valusek, President

**ATTEST:**

**ATTEST:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**Matt Glaves, Secretary**

Title: \_\_\_\_\_

Exhibit "A"

## FINAL SCOPE ADDENDUM

Documents evidencing the actual labor, improvements and related costs shall be appended to this agreement as part of this Final Scope Addendum.

Any permanent, substantial improvements which require a lifetime lien interest, if any, will be described as part of this Final Scope Addendum.



**STOFFER'S**  
**AIR CONDITIONING & HEATING, LLC**  
**281-331-7749**

# PROPOSAL

Offered by: **Jeremy Stoffer**

Submitted To: <b>Brazoria County Emergency Services District NO.3</b>	Phone: <b>832-800-0260 Chief Walters</b>	Date: <b>9-28-22</b>
Address:	Job Number or Name: <b>Iowa Colony Fire Department</b>	
City:                      State:                      Zip:	Job Location: <b>12009 County Road 65 Rosharon, Texas 77583</b>	
Email: <b>dgray@bcesd3.com</b>	Main Contact: <b>Dedra Gray</b>	Alternate Phone: <b>281-519-8779</b>

WE RESPECTFULLY SUBMIT THE FOLLOWING SPECIFICATIONS AND ESTIMATE FOR WORK WANTED DONE

Dayton Gas Heater Model: M#2RYV2A 90,000 BTU

**Job includes:** Install 2 90,000BTU heaters in fire truck bay. Hang heaters from all thread to ceiling joist. Run flue pipe to side wall of bay to outside. Install gas flex to gas line. Install thermostats on back wall. Check unit operation.

**10 Year warranty on heat exchanger, burners and flue collector. All other parts 1 year warranty from factory.**

**1 Year parts & labor warranty from Stoffer's Air Conditioning & Heat**

**Yearly maintenance contracts available, ask about them!!!!**

WE OFFER TO FURNISH MATERIAL AND LABOR AND COMPLETE THE ABOVE IN ACCORDANCE WITH ABOVE SPECIFICATIONS FOR THE SUM OF: **Sales Tax included on commercial accounts**

**Total price:\$5400.00**

**PAYMENT TO BE MADE AS FOLLOWS: Cash, Check upon completion. This bid pricing is good for 30 days**

**Effective 01-01-15 a 4% service fee for all payments collected by credit/debit cards will be implemented**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. TACL8006978E

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

_____ AUTHORIZED SIGNATURE	_____ DATE OF ACCEPTANCE	_____ STOFFER'S REPRESENTATIVE SIGNATURE
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\*Regulated by THE TEXAS DEPARTMENT OF LICENSING AND REGULATION, P.O. BOX 12157, AUSTIN, TX 78711, (800) 803 9202\*

# J.A.G. PLUMBING INC.

# BID

PO Box 247  
Liverpool, TX 77577

BUS: (281) 687-1713

**DATE: 11/8/2022**

**JOB NAME/ADDRESS:** Iowa Colony Volunteer Fire Department  
12009 IOWA COLONY BLVD  
Iowa Colony, TX 77578

### We are pleased to submit the following bid:

#### Description:

Plumber provides all labor and material required for the installation of gas piping.  
Installation of 110 feet of 1" poly underground 2 psi gas piping with tracer wire from propane tank to front right of building with shut off valves and gas risers.  
Installation of 100 feet of 1" galvanized piping from right front of building and up exterior wall to ceiling and hang piping across building to terminate connections to two 90K BTU heaters hung at ceiling.  
Install new regulator at building entry.  
JAG Plumbing Inc is to provide all equipment and machinery to install gas lines outdoors and indoors.  
Cut and thread piping to size for installation.  
Permit and riser diagram included in bid.  
Registered by Texas Railroad Commission to install propane gas systems.

#### Service

DESCRIPTION	CHARGES
Services described above. Includes parts and materials for installation of new gas piping.	<b>\$ 6,500.00</b>

**TOTAL SERVICE CHARGES- \$ 6,500.00**

**\*Price subject to change per customers request to any upgrade or additional service  
PRICE GOOD FOR 15 DAYS DUE TO RISING COST OF MATERIALS\***

**TEXAS STATE BOARD OF PLUMBING EXAMINERS**  
PO BOX 4200, AUSTIN, TEXAS, 78765 • 512-936-5200 • [www.tsbpe.state.tx.us](http://www.tsbpe.state.tx.us)  
JORGE GARCIA  
M-38220  
281-687-1713



13912 Patricia Lane Alvin, Texas 77511 281-331-4122

13912 Patricia Lane Alvin, Texas 77511 281-331-4122

**Proposal**

11/01/22

Iowa Colony Fire Dept.

12009 CR 65

Rosharon, TX 77583

**SCOPE OF WORK**

Remove existing garage door

Reframe and install new 26" gauge r-panel

Insulate all walls

Install 26" gauge r-panel on all interior walls

Install new beam

**Materials and Labor:**

**\$24,900.00**

**ELECTRICAL NOT INCLUDED**

**Signatures**

To furnish materials and labor in accordance with specifications of the Scope of Work for address CR 99 for the sum of **\$24,900.00**

Payment shall be made as follows: **0%** down **100%** balance upon completion.

**Signature:** \_\_\_\_\_

**Date of Acceptance:** \_\_\_\_\_

THE CONTRACT ON THE FACE HEREOF AND ANY AGREEMENT MADE PURSUANT THERETO BETWEEN COASTAL GROUP, ROOFING (THE COMPANY) AND THE CUSTOMER(S) WILL BE SUBJECT TO ALL APPROPRIATE LAWS, REGULATIONS AND ORDINANCES, AND THE FOLLOWING SPECIAL TERMS AND CONDITIONS



13912 Patricia Lane Alvin, Texas 77511 281-331-4122

**Proposal**  
11/18/22  
Iowa Colony Fire Dept.  
12009 CR 65  
Rosharon, TX 77583

**SCOPE OF WORK**  
**Addendum**

Remove all electrical conduits to be able to install R-panel correctly

**Materials and Labor:** \_\_\_\_\_ **\$4,000.00**

**Signatures**

To furnish materials and labor in accordance with specifications of the Scope of Work for address 12009 CR 65, Rosharon, TX 77583 for the sum of **\$4,000.00**  
Payment shall be made as follows: **0%** down **100%** balance upon completion.

**Signature:** \_\_\_\_\_ **Date of Acceptance:** \_\_\_\_\_

THE CONTRACT ON THE FACE HEREOF AND ANY AGREEMENT MADE PURSUANT THERETO BETWEEN COASTAL GROUP, ROOFING (THE COMPANY) AND THE CUSTOMER(S) WILL BE SUBJECT TO ALL APPROPRIATE LAWS, REGULATIONS AND ORDINANCES, AND THE FOLLOWING SPECIAL TERMS AND CONDITIONS

# **AGENDA**

## **ITEM 9**



# MEMO

**To:** BCESD 3 Board of Commissioners  
**From:** Jeff Braun *JTB*  
**Date:** January 5, 2023  
**Re:** AAEMC Agreement

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Please see the attached letter from the Centers for Medicare and Medicaid Services (CMS). CMS randomly selected our District to collect and report information to the Medicare Ground Ambulance Data Collection System (GADCS). To comply, the District must collect the required information over a continuous 12-month data collection period starting in January 2023. Participation in GADCS is required by law.

Based on his basic understanding of the process, Chief Welch is concerned that we may need to change or add processes to our financial management system to track the needed information. With Chief Welch being out at this time, it makes sense to find support from outside the District to assist us.

The Angleton Area Emergency Medical Corps (AAEMC) was a Beta test site to enter data in GADCS last year. Chief Lucille Maes has basically become a subject matter expert on what is required by CMS. Given her background with the entire process, Chief Maes is in a good position to provide support to the District on this project. As a representative of AAEMC, Chief Maes is willing to provide support to the District as we collect the necessary information for GADCS. The contract will not exceed \$3,000.00, and the work will begin in February 2023.

Attached is an Administrative Services Agreement between the District and the Angleton Area Emergency Medical Corps (AAEMC). It is my recommendation that the Board approve the Agreement with AAEMC.



**MEDICARE**



WIDM343E 00003 - 001 OF 001

December 12, 2022

GADCS-NOV  
BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT 3  
P O BOX 1253  
MANVEL TX 77578-1253

Dear Ambulance Provider or Supplier,

In accordance with section 1834(l)(17) of the Social Security Act, the Centers for Medicare & Medicaid Services (CMS) is collecting cost, revenue, utilization, and other information from ground ambulance organizations to determine if Medicare payments for ground ambulance services are adequate. CMS developed the Medicare Ground Ambulance Data Collection System (GADCS) to collect this information. Details regarding the establishment of the GADCS can be found in the Calendar Year (CY) 2020 Medicare Physician Fee Schedule Final Rule (84 FR 62863).

**CMS randomly selected the National Provider Identifier (NPI) listed below to collect and report information to the GADCS. Your organization's participation is required by law.**

**Organization Name: Brazoria County Emergency Services District 3  
NPI: 1003307489**

Your organization must collect information over a continuous 12-month data collection period starting in 2023. You must report this information within 5 months after your organization's data collection period ends. CMS is allowing organizations to choose a 12-month data collection period that coincides with either calendar year 2023 (starting January 1, 2023) or, if applicable, with your organization's annual accounting period (such as a fiscal year) starting in 2023.

**Your organization must respond to this notification letter by submitting certain information to CMS within 30 days of receiving this notification, as required under 42 CFR § 414.626(b)(1). You must submit:**

- 1.) Confirmation of receipt of this letter;
- 2.) The start date for your organization's 12-month data collection period in 2023; and
- 3.) Contact information for individuals at your organization that CMS should contact regarding the Medicare Ground Ambulance Data Collection System.

Please submit this information to CMS using the web-based form maintained by one of CMS' Medicare Administrative Contractor (MAC), Palmetto GBA, at the following website **within 30 days of receipt** as required under 42 CFR § 414.626(b)(1):

2020 Technology Parkway Suite 100 Mechanicsburg, PA 17050

[www.novitas-solutions.com](http://www.novitas-solutions.com)

**I N N O V A T I O N I N A C T I O N**

[www.palmettogba.com/GADCS\\_initial\\_submission](http://www.palmettogba.com/GADCS_initial_submission)

**Your participation in the GADCS, including the submission of this initial information, is required by law.** Ground ambulance organizations that have been selected to participate but fail to adequately report the required information within 5 months after their data collection period ends will receive written notification from CMS that they will be subject to a 10 percent reduction in their Medicare Part B Ambulance Fee Schedule payments for a one-year period. Hardship exemptions can be requested after the ground ambulance organization receives notification that it will be subject to the payment reduction, as a result of not sufficiently submitting information under the GADCS, but CMS is only authorized to grant exemptions due to a significant hardship, such as a natural disaster, bankruptcy, or other similar situation that interfered with your organization's ability to submit the required data under the GADCS.

**At this time, your organization only needs to submit the start date of your 12-month data collection period and contact information as described above.** Your organization will submit cost, revenue, utilization, and other information to CMS via a web-based Medicare Ground Ambulance Data Collection System starting in 2024.

**CMS developed several resources to help organizations collect information for the GADCS.** These include a GADCS User Guide, a Frequently Asked Question (FAQ) document, a printable version of the questions you will answer to report the required information (the Medicare Ground Ambulance Data Collection Instrument), and previous webinars. You can find these resources on CMS' Medicare Ground Ambulance Data Collection System Website (<https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AmbulanceFeeSchedule/Ground-Ambulance-Services-Data-Collection-System>).

**You must submit the initial information described above to Palmetto GBA within 30 days of receiving this notification in order for your response to this initial requirement to report to be considered sufficient.** You can call 1-833-796-0709 if you have problems with Palmetto GBA's website.

**You can email questions related to the ground ambulance data collection to the CMS' ambulance data collection mailbox: ([AmbulanceDataCollection@cms.hhs.gov](mailto:AmbulanceDataCollection@cms.hhs.gov)).**

Novitas Solutions, Inc. and CMS recognize that participating in this statutorily mandated ground ambulance data collection will entail an investment of time and effort on your part and on the part of your staff. Thank you in advance for your participation in this important data collection activity.

Sincerely,

Stephanie Portzline  
Manager, Provider Engagement  
Novitas Solutions, Inc.

## **ADMINISTRATIVE SERVICES AGREEMENT**

**THIS ADMINISTRATIVE SERVICES AGREEMENT** ("Agreement") is made and entered into this \_\_\_\_\_ day of January, 2023, ("Effective Date"), between Angleton Area Emergency Medical Corps (hereinafter referred to as "AAEMC"), a non-profit corporation duly organized and incorporated in the State of Texas, and Brazoria County Emergency Services District No. 3 (hereinafter referred to as "BCESD3"), a political subdivision of the State of Texas.

### **WITNESSETH:**

**WHEREAS**, AAEMC is an emergency medical services agency under contract with BCESD3 to provide EMS to a portion of BCESD3's territory;

**WHEREAS**, AAEMC has the administrative capacity to provide EMS administrative services to BCESD3;

**WHEREAS**, BCESD3 desires AAEMC's assistance to provide EMS administrative services in a cost effective and efficient manner to BCESD3;

**NOW, THEREFORE**, in good and valuable consideration of the mutual covenants and promises herein contained, the parties, each intending to be legally bound, hereby agree as follows:

### **TERMS AND CONDITIONS**

#### **ARTICLE 1: SERVICES AND CONDITIONS**

- 1.01** AAEMC shall serve BCESD3 by providing and performing the following services:
- a. Conducting the District's CMS Medicare Ground Ambulance Data Collection Cost Survey.
- 1.02** AAEMC shall provide the services under this Agreement in a professional, courteous manner, consistent with industry standards. AAEMC shall comply with all applicable association, local, state, and federal laws, ordinances, rules, regulations, and codes.

#### **ARTICLE 2: COMPENSATION**

- 2.01** AAEMC shall be compensated for all services provided under this Agreement at an hourly rate of \$100.00/hour not to exceed a total of \$3,000.00 and such other good and valuable consideration as the Parties herein acknowledge.
- 2.02** AAEMC shall invoice BCESD3 on a monthly basis with invoices to be submitted within, twenty (20) days of the month's end. BCESD3 shall settle its outstanding balance within thirty (30) days of the invoice date.

### ARTICLE 3: TERM AND TERMINATION

- 3.01 Term.** The date of commencement of this Agreement shall be on the Effective Date set forth above and shall continue until the parties agree that the project defined in section 1.01.a. is completed.
- 3.02 Immediate Right to Terminate.** Either party shall have the right to immediately terminate this Agreement by giving written notice in the event that the other party does any of the following:
- a. Files a petition in bankruptcy or is adjudicated bankrupt or insolvent, or makes an assignment for the benefit of creditors, or an arrangement pursuant to any bankruptcy law, or discontinues or dissolves its business; or
  - b. Engages in any illegal, unfair, or deceptive business practices or unethical conduct whatsoever.
- 3.03 Right to Terminate on Notice.** Each party shall have the right and the discretion to terminate this Agreement upon ten (10) days prior written notice received by United States registered mail, certified mail, UPS Next Day Letter, or Federal Express Next Day Letter by the other party.
- 3.04 Termination of Rights.** On the termination of this Agreement, all obligations of the parties hereunder shall terminate, except for rights to payments accrued prior to such termination and the provisions applicable after termination.

### ARTICLE 4: GENERAL PROVISIONS

- 4.01 Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or in writing between the parties hereto with respect to the terms and conditions of this Agreement and contains all of the covenants and agreements between the parties with respect to same. Each party to this Agreement acknowledges that no representation, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding on either party, except that any other written agreement dated concurrent with or after this Agreement shall be valid as between the signing parties thereto.
- 4.02 Severability.** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
- 4.03 Notice.** Each notice, request or demand given or required to be given pursuant to this Agreement shall be in writing and shall be deemed sufficiently given if deposited in the United States Mail, First Class, postage pre-paid, and addressed to the address of the intended recipient set forth below, or to such other address as may be specified in this Agreement or in writing by the parties:

To Angleton Area Emergency Medical Corps  
ATTN: Lucille Maes, Chief  
600 E. Orange St.  
Angleton, Texas 77515

To Brazoria County Emergency Services District No. 3:  
ATTN: Darrell Valusek, President  
Brazoria County Emergency Services District No. 3  
P.O. Box 1253  
Manvel, Texas 77578

- 4.04 Governing Law and Attorney Fees.** This Agreement shall be deemed to have been made in the State of Texas. This Agreement and all matters arising out of or otherwise relating to this Agreement shall be governed by the laws of the State of Texas. The parties hereby submit to the personal jurisdiction of the state and federal courts of the State of Texas. Exclusive venue for any litigation and all claims arising from or in connection with the subject matter of this Agreement shall be with the state and federal courts in and for Brazoria County, Texas, and the parties hereby expressly waive any venue privileges which may be asserted in connection with this Agreement. In any arbitration and/or litigation arising out of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs, including attorneys' fees incurred on appeal.
- 4.05 Authority to Enter Agreement.** The parties warrant that they have the authority to enter into this Agreement and that entering into this Agreement is not restricted or prohibited by any existing agreement to which they are parties. Additionally, the parties represent and warrant that this Agreement has been authorized and approved by all necessary corporate actions. Both parties warrant and represent that all individuals executing this Agreement have the authority to do so.
- 4.06 Assignment.** The rights and liabilities of this Agreement shall be binding on and inure to the benefit of the respective parties and their respective heirs, legal representatives, successors and assigns. Neither party shall have the right to sell, transfer, assign, sublicense, or subcontract any right or obligation hereunder without first obtaining prior written consent from the other party.
- 4.07 Indemnification.** To the extent allowed by law, each party shall release, defend, indemnify, and hold the other party and its parent, affiliates, subsidiaries, officers, directors, agents, owners, employees, trustees, successors and assigns harmless with respect to any claims, actions, causes of action, damages, fines, expenses, court costs, attorney fees, liability damage or judgment suffered by either party or his agents, resulting from or attributable to any breach of the other party's or his agent's responsibilities, representations and warranties herein, and/or arising from this agreement, and/or all negligent acts or omissions of a party or his agents contained herein.

- 4.08 Counterparts.** This Agreement may be executed in two or more counterparts, including facsimile counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
  
- 4.09 Independent Contractor.** Each party is an independent contractor and nothing in this Agreement shall be construed as creating an employment relationship, agency, partnership, or joint venture between the parties. Each party shall control and direct the methods by which it performs its responsibilities hereunder. Except as provided herein, neither party is authorized to act on behalf of the other in any other matter whatsoever.
  
- 4.10 Force Majeure.** Either party shall be excused for failures and delays in performance of its respective obligations under this Agreement due to any cause beyond its control and without fault, including without limitation, any act of God, war, riot or insurrection, law or regulation, strike, flood, fire, terrorism, explosion or inability due to any of the aforementioned causes to obtain labor, materials, roadways or facilities. In addition to the above, Provider shall be excused for failures and delays in performance of its obligations under this Agreement due to adverse weather conditions, natural physical barriers, such as mountains, hills or washes, traffic conditions, natural disasters and/or other limitations of access to the person requiring Services. Such conditions may impede or effect or block Provider's efforts to provide Services and/or ability to utilize some or all of its Services' equipment. Nevertheless, each party shall use its best efforts to avoid or remove such causes and to continue performance whenever such causes are removed and feasible to continue. Each party shall notify the other party of the problem and when the problem is corrected and deemed feasible to continue.
  
- 4.11 Waiver.** Failure by either party to insist on strict performance by the other party of any provision of this Agreement shall not be a waiver of any subsequent breach or default of any provision of this Agreement.
  
- 4.12 Headings.** The headings used in this Agreement are for convenience only and do not limit the contents of this Agreement.

**IN WITNESS THEREOF**, the parties hereto, intending to be legally bound hereby, have caused this Agreement to be executed by their respective duly authorized representatives as of the day indicated.

**ANGLETON AREA EMERGENCY  
MEDICAL CORPS**

**BRAZORIA COUNTY EMERGENCY  
SERVICES DISTRICT NO. 3**

BY: \_\_\_\_\_  
\_\_\_\_\_

BY: \_\_\_\_\_  
\_\_\_\_\_

# AGENDA

## ITEM 10

No  
Documentation  
for this Item

# AGENDA

## ITEM 11

No  
Documentation  
for this Item

# **AGENDA**

## **ITEM 12**

No  
Documentation  
for this Item

# **AGENDA**

## **ITEM 13**

# Communications Report

## December 2022



In December there were 33 social media posts. The topics included holiday fire safety issues, harsh weather preparations for the home, provider station projects and weather information during the freeze. Although the information related to the freeze had the largest reach, the station improvements for Iowa Colony VFDS and Manvel VFD had very high traffic as well.

### *Focus for First Quarter 2023*

- *Community Education*
- *Volunteer Recruitment*
- *EMS - Raising the Bar in Education and Training*
- *BCESD3 First Annual Appreciation Event*
- *New Station Construction Progress*

### Insights

- 3,690 FB Reach
- 2,125 FB Followers
- 103 Instagram Followers