

**MINUTES OF THE JUNE 26, 2023 MEETING OF THE  
GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

A Meeting was duly called of **GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**, which was held on June 26, 2023 at **Santa Fe Fire and Rescue Station 1** located at **13112 Highway 6, Santa Fe, Texas**.

The Meeting was called to order at 6:00 p.m. by Commissioner **KEITH GRAY**. Those Commissioners present when the meeting commenced were **SHARON FREE, KEITH GRAY**, and **KEVIN O'BRIEN**. Also in attendance was Fire Chief **CHRIS ANDERSON**, of Santa Fe Fire & Rescue and members of the Department; and District Counsel **NICOLE PIERCE** of Coveler & Peeler, P.C.

A quorum being present and established, the meeting proceeded as scheduled.

The Board opened the floor for public comment. There was no public comment received.

The Board next addressed item 3, to approve the minutes of prior meetings. The Board reviewed the Minutes of the May 22, 2023 meeting. Commissioner **O'BRIEN** made a motion, seconded by Commissioner **FREE**, to approve the Minutes as presented. By a vote of 3 to 0, the motion carried.

The Board next addressed item 4 to receive the District's financial report and pay District's bills. Commissioner **FREE** presented the financial report for the month of May and provided a verbal summary of the District's finances based on the report prepared by Ham, Langston & Brezina, LLP. According to the report, the District received \$26,216.07 in 2022 year property taxes, \$3,469.63 in prior years property taxes; and \$3,031.51 in penalty and interest related to property taxes for the month of May. As of May 31, 2023, the District possessed \$1,902,904.52 in cash and cash equivalents; (of that amount, \$206,302.87 is tax revenue left to be received and used for the 2023 year). Of that total, the District has a total estimated unencumbered fund balance of \$747,265.90. Commissioner **GRAY** made a motion to accept the financial report as presented and to approve the payment of the bills as presented. Commissioner **O'BRIEN** seconded the motion. By a vote of 3 to 0, the motion carried. For a more detailed report on the District's financial position, please see the report on file with the District.

The Board next addressed item 5, to discuss the Districts' depositories and authorize revised investments. No action was required by the Board.

The Board next addressed item 6, to discuss the appointment of a strategic planning committee. The Board tabled this agenda item to next month's meeting.

The Board next addressed item 7, to receive a monthly report from Santa Fe Fire and Rescue. Chief Anderson addressed the Board and presented the Department's report summarizing the previous month's activities. During May, the Department responded to 37 fire-related calls, while EMS responded to 226 calls. The Department received \$58,383.67 from EMS billing. Chief Anderson reported on one recent structure fire. He advised that the Department is planning on purchasing a 4<sup>th</sup> ambulance and will be requesting the Board to purchase the stretcher and loader for the ambulance. He advised that the delivery of the new ambulance is not expected until mid-2024. Ms. Pierce advised that the Board would plan on including this future purchase as a capital expenditure for the District's 2024 budget. The Board requested the Department to have their draft 2024 budget to the Board for its July meeting for review for the upcoming truth in taxation tax settings in August. The Board thanked the Chief for his report.

The Board next addressed item 8, to authorize the payment of operations funding to Santa Fe Fire & Rescue in accordance with the adopted budget and service agreement. The Department presented an invoice for reimbursement in the total amount of \$140,363.00 for approval (\$112,920.00 for the monthly request and \$27,443.00 for the 3<sup>rd</sup> quarter installment on the commercial insurance package with VFIS). Commissioner **GRAY** made a motion to approve the payment of operations funding as presented. Commissioner **O'BRIEN** seconded the motion. By a vote of 3 to 0, the motion carried.

The Board next addressed item 9, to review and approve expenditures necessitated by the maintenance, upkeep, repairs and modifications of the District's real property, vehicles and equipment. There were no expenditures requested by the Department.

The Board did not meet in closed session.

The Board's next regular meeting is scheduled for Monday, July 31, 2023, at 6:00 p.m. at Station 1.

There being no further business brought before the Board, Commissioner **O'BRIEN** made a motion, seconded by Commissioner **FEE** to adjourn the meeting at 6:13 p.m. By a vote of 3 to 0, the motion carried.

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Secretary of the Board

**NOTICE OF PUBLIC MEETING**  
**GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

Notice is hereby given that the Board of Commissioners of the **GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1** will hold a meeting on **June 26, 2023** at **6:00 P.M.** at **Santa Fe Fire & Rescue Station 1, 13112 Highway 6, Santa Fe, Texas 77510.**

The District will consider and act upon the following matters:

1. Call meeting to order and recite the Pledge of Allegiance.
2. To receive public comment.
3. To approve the Minutes of prior meeting(s).
4. To receive the District's financial report and pay the District's bills.
5. To review and take action on District depositories and authorize revised investments.
6. To review and take action on appointment of strategic planning committee.
7. To receive a monthly report from Santa Fe Fire & Rescue.
8. To authorize the payment of operations funding to Santa Fe Fire & Rescue in accordance with the adopted budget and service agreement.
9. To review and approve expenditures necessitated for the maintenance, upkeep, replacement, repairs and modification of real property, vehicles and equipment.
10. To meet in Closed Session pursuant to 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.
11. To set meeting date for July 2023.
12. Adjournment.



**GALVESTON COUNTY**  
**EMERGENCY SERVICES DISTRICT NO. 1**

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