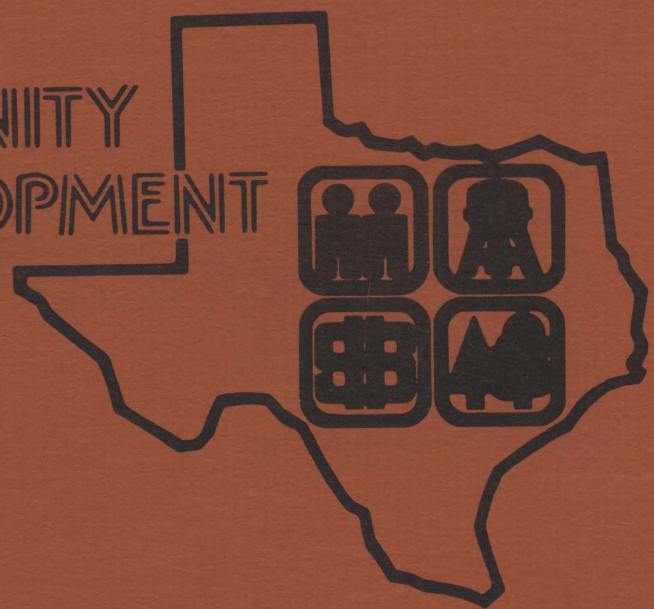


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# PLANNING RURAL FIRE PROTECTION for TEXAS

COMMUNITY  
DEVELOPMENT



The Texas A&M  
University System



**Texas  
Agricultural  
Extension  
Service**

Daniel C. Pfannstiel,  
Director  
College Station

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## PLANNING RURAL FIRE PROTECTION FOR TEXAS

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TEXAS AGRICULTURAL EXTENSION SERVICE

### INTRODUCTION

A home fire is one of the most feared accidents a homeowner can have, especially in rural areas where extended distances, inadequate water supplies or lack of any community fire fighting services limit fire fighting capability. Unless a rural resident makes prior arrangements with a volunteer or city fire department, fire fighting equipment may not arrive in time to contain the fire, and, even if the fire department responds promptly, the water supply may be too small or the water source too far away to be helpful.

Rural residents in some areas of Texas have always been without adequate fire protection. This publication examines alternatives for rural communities in Texas to develop adequate fire protection for homes and farm and ranch facilities.

### ALTERNATIVES TO CONSIDER PRIOR TO CREATING A FIRE DEPARTMENT

Before organizing a volunteer fire department for a small rural section of the county, first examine other alternatives for securing fire protection since equipping and maintaining a fire department are expensive. Finances generally must come from public donations and fund raising activities because the rural area has no taxing authority.

(1) Alternative One: Seventy percent of the counties in Texas contract with the cities in their county to respond to fires in the unincorporated areas outside the city limits. The county generally contracts with the city or cities to pay a flat annual per-call fee.

San Patricio County, which has a population of 47,288 and nine small cities with fire departments, pays \$100 per call to cities for responding to

fires outside their city limits. In 1977, San Patricio paid a total of \$37,600 for responses to fire calls outside city jurisdictions.

Scurry County, which has a population of 15,760, has only one principal city, Snyder, with a fire department. The county government pays Snyder a flat annual fee of \$25,000 to respond to rural fires outside their city limits. Appendix A is a copy of the agreement between Scurry County and Snyder to fight fires in unincorporated areas.

Jim Wells County, with a population of 33,032, has three cities with fire departments. The county pays the cost of equipping the fire departments in all three cities. In return, the cities respond to fire calls outside their city boundaries. In 1977 Jim Wells County paid \$43,000 for a fire truck for the city of Alice.

(2) Alternative Two: Rural Fire Protection Districts may be organized in the State of Texas under the provisions of Section 48-d of Article III of the State Constitution for the protection of life and property from fire. Vernon's Annotated Civil Statutes 2351a-6 states that such districts may be created and be authorized to levy a tax not to exceed three cents (3¢) on the One Hundred Dollar Valuation within the fire district. Citizens of the proposed district must cast a majority vote to create the district. Incorporated cities are included in the Fire Protection District unless the city or cities vote against it. The exclusion of such city or cities shall not affect the creation of the district embracing the remainder of the proposed territory. The Fire District is governed by a five man Board of Fire Commissioners appointed by the Commissioner's Court. The County Tax Assessor-Collector shall be Assessor-Collector for the Fire Protection District. See Appendix B for VACS 2351a-6 concerning organization of Rural Fire Prevention Districts.

(3) Alternative Three: Vernon's Annotated Civil Statutes Article 2351a-1 (See Appendix C) provides that the County Commissioners Court of all counties

may furnish fire protection and fire fighting equipment to the citizens residing outside the city limits of any incorporated city, town or village within the county. (See Appendix C. VACS 2351a-1.)

Your rural community may be assisted in obtaining fire protection through existing municipal fire departments that are supported by county funds to provide fire protection to open country, rural farms and ranches.

If the rural area is too far from municipal fire departments to make fire protection feasible, the citizens of the rural area must organize their own fire department to protect their property and their lives.

#### ORGANIZING A FIRE PROTECTION PROGRAM

Before planning can begin, a community must determine whether rural fire protection is practical. Contact residents and property owners in the area through a well publicized community meeting, a door to door survey or a mailed questionnaire to estimate cooperation. Once the community decides it needs a fire protection program, planning can begin.

A fire protection program should be started only after carefully considering the hazards and the kind of fire protection desired. Alternatives are usually limited by financial considerations such as revenue sources, capital requirements and operation costs. Other factors to consider include distances involved in the service area, number and value of buildings and the availability of water. The suggestions outlined below are based upon the belief that some organized fire protection is better than none.

To be successful, a rural fire department must have complete up-to-date data about the proposed fire protection area. A detailed map of the area should show the roads and their condition, the names and telephone numbers of residents and property owners, available water sources (hydrants, ponds, creeks, lakes, and wells), tentative boundaries of the fire department responses and prospective volunteer firemen and their addresses.

Use a large scale topographical map (at a scale of 1:24,000) as a base map for planning the exact area that the proposed volunteer fire department will service. Order these maps from the U. S. Geological Survey Distribution Section, Federal Center, Denver, Colorado, 80225, for 75¢ each. (An index of maps for Texas is available at no charge from the Texas Department of Water Resources, Topographic Mapping Section, P. O. Box 13087, Capitol Station, Austin, Texas, 78711.)

The assessed valuation of the taxable property subject to fire in the proposed area can be obtained from the County Tax Assessor-Collector at the County Seat. This will show the amount of property to be protected by the fire department.

Estimate the cost of the program. This estimate should include cost of fire fighting equipment, housing and annual operating expense. (See Section on Estimating Cost and Benefits.) Along with cost of a workable method of financing, the program should be outlined.

During the planning stage, individuals experienced in planning and organizing fire protection programs can offer valuable organizational and technical advice. Fire chiefs from surrounding communities are usually willing to lend their expertise and can advise on organization, minimum equipment needed and operating procedures.

The Engineering Extension Service of Texas A&M University has trained personnel who will visit communities and provide technical assistance in planning, equipping and operating a fire department.

The Fire Protection Division of the Texas Engineering Extension Service, Texas A&M University, F.E. Drawer K, College Station, Texas, 77843, telephone (713) 845-2122 can also provide technical assistance to towns, villages and open country communities in organizing and equipping fire departments.

Under the provisions of the Rural Development Act of 1972 (Public Law 92-419) the Texas Forest Service could (under Title IV, Sec. 401) "organize, equip and

train local forces to prevent, control and suppress wildfires threatening human lives, livestock, pastures, and farmsteads." Consequently, the Texas Forest Service assists communities in organizing rural fire fighting units and provides completely equipped fire trucks to small towns and open country communities at approximately one half the cost a completely equipped 1½ ton truck with 320 gallon water tank, 18 horsepower pump, two 10 foot sections of 2½ inch drafting hose, 150 feet of 1 inch hose with nozzle, siren and red lights for \$3,500 to \$4,000. (The truck can pump and roll at the same time as well as draft water from stock ponds, ditches and streams.)

For assistance in organizing fire department training or securing fire fighting equipment, contact the Texas Forest Service, P. O. Box 310, Lufkin, Texas, 75901, telephone (713) 634-4466.

Model articles of Incorporation and Constitution and By Laws for a Fire Department, as supplied by the Texas Forest Service, may be found in Appendices D and E. Volunteer fire departments should be incorporated to protect firemen from legal liability.

The office of the State Fire Marshall for Texas can help with a fire prevention program, which is an important part of fire protection program. Duties of the State Fire Marshall's office vary and include licensing installers of fire alarm systems and fire extinguishing equipment, handling fireworks, regulating retail sales of flammable liquids and investigating the origin and circumstances of fires. The fire marshall also has 16mm films related to fire prevention and safety. Contact the Office of the State Marshall by writing State Fire Marshall of Texas, 1110 San Jacinto Street, Austin, Texas, 78786, telephone (512) 475-4204.

Fire insurance rates in cities, towns and villages are based on adequate water works system, adequately sized water mains, sufficiently elevated water

storage, properly spaced fire hydrants, properly manned and equipped fire department, adequate fire alarm and communication system, enforced building codes, paved streets and alleys and past fire records. The State Board of Insurance sets insurance rates based in part on all of the factors above in a 21-page booklet entitled Key Rate Schedule for Grading Cities and Towns of Texas With Reference to Their Fire Defenses and Physical Conditions. For more information contact the State Board of Insurance, 1110 San Jacinto Street, Austin, Texas, 78786, telephone (512) 475-2737 and request their Key Rate Schedule.

#### TYPES OF FIRE PROTECTION PROGRAMS

After collecting all basic information, call a meeting to discuss fire protection programs. The best fire protection program is usually one or some variation of the following three plans.

(1) An incorporated city with taxing authority can budget funds for a volunteer fire department. A program supported by taxes is best because tax revenues help stabilize the program and allow for planned future replacement of equipment.

(2) Small unincorporated villages and open country communities can, under state statutes, create a taxing entity known as a Rural Fire Protection District. (See Appendix D for methodology for formation of such a district.)

(3) Small communities and open country communities may form a non-profit corporation (to free members from legal liability) and form a volunteer fire department--a fire fighting service which is difficult to maintain since financing must come from public donation, membership from property owners being protected, sponsored benefits (dances, dinners, etc.) or a predetermined fee charged by the fire department for answering fire calls.

(4) Small unincorporated villages and open country farms and communities may contact their county government and request that the county enter into an agreement with cities in the county to respond to fire calls outside the



rural volunteer firemen trained in fire prevention and fire fighting can city limits. The county pays the city an annual fee or flat rate per fire present educational programs to their community on safely handling flammable call for the service.

#### AREA OF OPEN COUNTRY FIRE DISTRICTS & LOCATION OF FIRE STATION

The Fire District area for an open country rural fire district should be well defined with fixed boundaries. A map of the area should list the rural residents and show the location of the fire station. Symbols should indicate available water supply such as fire hydrants, ponds and streams, availability of telephone and availability of home fire fighting equipment.

In open country the fire protection organization should not attempt to respond to fire calls farther than three miles from the fire station; suppressing fires beyond this limit is ineffective. Show this three mile limit on the fire map. Once the map is completed, display a copy in the fire station so that firemen may respond rapidly to fire alarms. Also, place a copy in each fire truck and, if possible, give each volunteer fireman a pocket size copy so that when the alarm is sounded he can determine the fire's location.

Locate the fire station near the center of the area served; consider the road network and the ease of response in all directions.

Other factors to consider before building a fire station are nearness to concentrations of valuable real estate, nearness to homes, and/or places of business of a majority of the volunteer firemen.

#### FIRE PREVENTION AND INSPECTION

Fire prevention is by far the most economical form of fire protection.

However, without public cooperation and interest, it will not be successful. Even those responsible for providing fire protection and for fire fighting operations often emphasize fire equipment and training more than a good fire prevention program. Therefore, some of the more profitable work a rural fire department can do is to educate the public to identify common fire hazards and other conditions that may cause fire and encourage its spread.

Rural volunteer firemen trained in fire prevention and fire fighting can present educational programs to their community on safely handling flammable products and preventing common fire hazards in homes and businesses.

The free 16mm, color, sound films supplied by the Fire Prevention and Engineering Bureau of Texas, 1320 Mercantile Securities Building, Dallas, Texas, 75201, telephone (214) 747-0681 are also effective. The only cost to the local organization is return postage to the above firm. See Appendix F for list and description of films available.

#### OPERATING A FIRE PROTECTION PROGRAM

Successful operation of a rural fire department depends on good leadership and adequate equipment. Since the majority of rural fire departments are volunteer, keeping morale and enthusiasm at a high level is essential.

#### PERSONNEL

When determining the minimum number of volunteer firemen for a fire department, consider two factors: the fire alarm response time and the average percentage of firemen who answer the fire calls. As a rule of thumb, generally no more than one volunteer in three will be able to respond to a fire call. Thus, a minimum of 15, and preferably 19, including the chief, is needed.

Response time depends on an adequate radio or special telephone alarm system to notify volunteer firemen of a fire.

The Chief of the Fire Department has complete responsibility for all equipment and buildings. He also has complete charge of the fire department activities at fires and all training drills.

A Fire Chief should schedule all training courses with the Fire Protection Training Division of the Texas Engineering Extension Service (see Appendix G) and hold regular basic fire drills to insure that the volunteer firemen maintain their skill in handling and caring for hose, pumps, hookups and other equipment. They should also be familiar with latest fire fighting methods, location of

available water sources, salvage and clean-up work, fire hazards and the fundamentals of fire prevention.

In selecting volunteers consider such traits as intelligence, reliability, honesty and physical strength.

#### TRAINING FOR PAID & VOLUNTEER FIREMEN

The 61st Legislature in 1969 established a Commission for Fire Protection Personnel Standards and Education. This legislation requires that a qualified full time paid fireman must complete 335 hours of training within 12 months prior to certification. A Certified Volunteer Fireman must complete 160 hours of training within 24 months.

Cities that meet the Texas State Board of Insurance Standards for a recognized water works and fire department are allowed a 3 percent credit in their key rate for insurance if one qualified fireman completed required courses. Where two or more qualified firemen and the Fire Marshall complete the training, a 5 percent credit is allowed in the insurance key rate.

Training for both full time qualified firemen and volunteer firemen is provided in Texas by the Fire Protection Training Division of the Texas Engineering Extension Service, Texas A&M University System. A Firemen's Training School is conducted each summer for one full week at Texas A&M University in fire fighting and fire prevention. For a complete listing of courses, contact the Engineering Extension Service, F.E. Drawer K, College Station, Texas, 77843, phone (713) 845-2122. A fee is charged for these courses.

In addition to the one week Firemen's School, the Fire Protection Training Division of the Engineering Extension Service offers fire training courses in individual cities and communities. Most of these Extension courses are conducted without charge.

Two basic formats for conducting the training are available. In one, a circuit is set up for five fire departments and classes are held one day or

night per week for each department. Classes are usually three hours long.

(A 12-hour course would require four weeks to complete; a 15-hour course would require five weeks to complete, etc.) The second plan provides a course lasting one week or longer for an individual fire department if 15 to 30 students are available. See Appendix G for a listing of the Extension course offered.

#### EQUIPMENT

The type and amount of equipment needed for basic fire protection will depend upon the area and the population served.

In cities and towns where no insurance credit is given for an unapproved water system or fire department, a fire insurance credit of 10 percent can be allowed for one automobile separate booster tank truck. This truck has a tank of not less than 350 gallons capacity, nor larger than 800 gallons, and sized so that the total manned operating weight of the truck will not exceed the truck manufacturer's rated gross vehicle weight. The pump must be rated at a minimum of 250 gallons per minute at 150 pounds engine pressure and arranged to take water by draft. A 400 pound discharge guage and a vernier type throttle must be provided on the operator's panel. A 400 pound compound guage is recommended as optional equipment. The equipment listed below is required on the truck.

- 300 feet of 1½ inch double jacket fire hose

- 150 feet of ¾ inch or 1 inch booster hose

- Combination spray and straight stream nozzles for 1½ inch hose

- A minimum of two 10 foot sections 2½ inch or larger standard hard

section hose

- One metal strainer for suction hose

- Two 5 gallon fire department pack type pump cans

- One approved 15 pound CO2 or 20 pound approved dry chemical extinguisher

- One 12 foot ladder with folding hooks

- One 24 foot extension ladder

- One fire axe
- Two fire department type electric hand lights
- One 10 foot pike pole
- One 3 foot crowbar
- One pair wire cutters with insulated handles
- Two universal spanners and two booster hose spanners
- 75 feet of 3/4 inch manila rope

To qualify for this same 10 percent insurance, the fire department must consist of 20 men, at least 5 of whom are capable of operating all apparatus. Drills are to be held at least twice each month for two hours each drill, with at least 17 members attending each drill. A permanent record of drill activities must be kept in diary form, and drill reports must be forwarded to the State Board of Insurance, 1110 San Jacinto Street, Austin, Texas, 78701 at the end of each month. Apparatus must be suitably housed, and a suitable hose drying rack or tower must be provided. The fire station must have a telephone. An electric siren, clearly audible to all members, must be centrally located and arranged so that it can be controlled from a location attended 24 hours a day. Each member of the volunteer fire department must have a telephone available at his place of business and at his residence.

#### FIRE ALARM SYSTEMS

A number of systems are available to alert the volunteer firemen community of a fire call.

If a community is small and not too disbursed, a fire siren is usually adequate. A remote-controlled fire siren with necessary wiring is approximately \$3,000 (1978 prices). The problem with relying solely on a fire siren is that with air conditioning, many volunteer firemen will not hear the siren in a closed business or home.

A second and more practical system is to have the individual reporting a fire to call the county sheriff's department, city police, hospital or any unit in the county with radio communications. The county or city communications network can then place the fire message on a recorder which will repeat the fire message information for fifteen minutes. The sheriff's department then sends a signal that activates a "beeper" or "pager" that is carried by all volunteer firemen at all times. By activating the receive button on the pager, the firemen will receive the fire location message being continually emitted by the sheriff's department. This is a rather expensive system as pagers cost approximately \$300 each (1978 prices).

A third alternative for a fire alert system is to arrange with a telephone company to establish a telephone number that is manned 24 hours a day to which fires may be reported. The individual receiving the call blows the siren, places the information on a recorder and dials a number that rings all the volunteer firemen in the fire department. A recorder will give information on the location of the fire as soon as the firemen pick up the telephone.

A fourth alternative for a fire alerting system is Citizen Band radios (C.B.). This may be effective in rural communities where radio interference is not as great as in the cities of 2,500 population and over.

#### BENEFITS

Many benefits occur to a community fortunate enough to have an effective fire department. Some of these benefits cannot easily be measured in dollars: human lives saved, sentimental value of property protected and the intangible social and organizational benefits derived from the fire department which in many cases provides a nucleus around which other community activities form. Other benefits may include industrial and commercial development as a result of effective fire protection. Regardless of whether these benefits can be measured, they must be considered when establishing a volunteer fire department.

Two important benefits can be measured. First is the value of uninsured property such as timber, grasslands, livestock and uninsured buildings and equipment. The entire value of such property protected by the fire department should be considered as a benefit.

The second benefit is measured by estimating insurance premiums saved since the new fire department improves fire insurance ratings.

Four hundred thousand fires occur annually in rural structures and on forests and rangelands in the United States. It may be to your advantage to prepare now for tomorrow's disaster.

W I T N E S S E T H :

The City and County, acting herein by and through their respective governing bodies, agree as follows:

1. The City will cause its fire department to respond to fires occurring outside the city limits of the City of Snyder, Texas, and in Scurry County, Texas, by dispatching its fire-fighting equipment and personnel to such fires.
2. In consideration of such services, the County will pay to the City the sum of \$12,000.00 per year, such payment to be made in equal monthly increments of \$1,083.33 each, the first such payment to be made on the 1st day of January, 1971.
3. The effective date of this agreement is October 1, 1970, and this agreement shall remain in full force and effect from year to year thereafter unless either party shall give written notice of termination to the other party on or before the 1st day of July, next preceding October 1st of the year in which such notice of termination is made.
4. Neither the City, its agents, employees, firemen, volunteer firemen, nor any other person operating under this contract shall be deemed to be an agent or employee of the County, and the County shall not be liable for the negligence or other tortious conduct of any of such persons. The City further agrees to maintain insurance upon its fire-fighting equipment and vehicles to cover maximum liability of such City under the so-called Texas Tort Claims Act as it now exists and as it may be amended from time to time.

Executed on behalf of the County of Scurry by  
its County Judge on the 20th day of July, 1970.

\_\_\_\_\_  
County Judge

APPENDIX A

FIRE PROTECTION CONTRACT

CITY OF SNYDER AND SCURRY COUNTY

THE STATE OF TEXAS    X

COUNTY OF SCURRY       X

This agreement between the County of Scurry, hereinafter called "County" and the City of Snyder, Texas, hereinafter called "City":

W I T N E S S E T H :

The City and County, acting herein by and through their respective governing bodies, agree as follows:

1. The City will cause its fire department to respond to fires occurring outside the city limits of the City of Snyder, Texas, and in Scurry County, Texas, by dispatching its fire-fighting equipment and personnel to such fires.

2. In consideration of such service, the County will pay to the City the sum of \$25,000.00 per year, such payment to be made in equal monthly increments of \$2,083.33 each, the first such payment to be made on the 1st day of January, 1971.

3. The effective date of this agreement is October 1, 1970, and this agreement shall remain in full force and effect from year to year thereafter unless either party shall give written notice of termination to the other party on or before the 1st day of July, next preceding October 1st of the year in which such notice of termination is made.

4. Neither the City, its agents, employees, firemen, volunteer firemen, nor any other person operating under this contract shall be deemed to be an agent or employee of the County, and the County shall not be liable for the negligence or other tortious conduct of any of such persons. The City futher agrees to maintain insurance upon its fire-fighting equipment and vehicles to cover maximum liability of such City under the so-called Texas Torts Claims Act as it now exists and as it may be amended from time to time.

Executed on behalf of the County of Scurry by \_\_\_\_\_, its County Judge on the 20th day of July, 1970.

\_\_\_\_\_  
County Judge



APPENDIX B

CREATION OF RURAL  
FIRE PROTECTION DISTRICTS

V.A.C.S. 2351a-6

Art. 2351a-6. Rural fire prevention districts

Organization authorized

Section 1. Rural Fire Prevention Districts may be organized in the State of Texas under the provisions of Section 48-d of Article III of the State Constitution for the protection of life and property from fire and for the conservation of natural resources as in this Act provided.

District within one county; petition to county judge

Section 2. (1) When it is proposed to create a Rural Fire Protection District under the provisions of this Act wholly within one county, there shall be presented to the County Judge of that county a petition signed by not less than one hundred (100) of the qualified voters who own taxable property within the proposed district, or in the event there are less than one hundred such voters then by a majority of such voters.

(2) The County Judge of each county shall have jurisdiction to receive and act on the petition if it shows:

(a) That the district is to be created and operated under the provisions of Article III, Section 48-d of the Constitution of Texas;

(b) Name of the proposed district, which shall be "\_\_\_\_\_ County Rural Fire Prevention District No. \_\_\_\_\_," filling in name of county and proper consecutive number;

(c) Designation of the boundaries of the proposed district by metes and bounds or other sufficient legal description;

(d) That none of the land encompassed within said district is now included within any other rural fire protection district;

(e) The mail address of each petitioner.

(3) Said petition shall in addition contain the signed agreement of at least two of the petitioners therein, obligating themselves to pay the cost incident to the formation of the proposed district not to exceed One Hundred Fifty Dollars (\$150.00), which shall include, among any other necessary and incidental expenses, the cost of publication of notices and election costs.

Filing of and hearing on petition

Section 3. If the petition is in proper form, the County Judge shall file same with the County Clerk. The Commissioners Court shall at its next regular or special session set the place, day and hour when it will hear and consider the petition.

Notices of hearing

Section 4. The County Clerk shall issue notices of such hearing, which shall state that such district is proposed and shall further state:

(a) That the district is to be created and operated under the terms of Article III, Section 48-d of the Constitution of Texas;

(b) Name of the proposed district;

(c) Designation of the boundaries of said districts, as stated in the petition therefor;

(d) The place, day and hour of hearing on the petition;

(e) and shall notify all persons who may have an interest therein that they are invited to attend said hearing and present their grounds, if any, for or against the formation of said district.

Said notice shall be prepared in multiple copies, one of which shall be retained by the clerk, and sufficient additional copies as may be necessary delivered to the Sheriff.

The Sheriff shall post one copy at the court house door at least twenty (20) days prior to the date of hearing, and have published in a newspaper of general circulation in the proposed district once a week for two consecutive weeks, the first publication thereof to be made at least twenty (20) days prior to the date of hearing.

Art. 2351a-6. Courts-Commissioners

The return of each officer executing such notice shall be endorsed or attached to a copy of the same, and show the execution of the same, specifying the dates of posting, and publication, and shall be accompanied by a printed copy of such publication.

Hearing on petition by Commissioners Court; jurisdiction and powers

Section 5. At the time and place set for the hearing of the petition, or such subsequent date as may then be fixed, the Commissioners Court shall proceed to hear such petition and all issues in respect to the creation of such proposed district, and any person interested may appear before the court in person or by attorney and contend for or contest the creation of such district, and offer testimony pertinent to any issue thereon. Such court shall have exclusive jurisdiction to determine all issues in respect to the creation of such district, may adjourn the hearing from day to day and from time to time as the facts may require, and shall have power to make all incidental orders deemed proper in respect to the matters before it.

Granting or denying petition; fixing boundaries of district

Section 6. If it shall appear on hearing by the court that the organization of a district as prayed for is feasible and practicable, would benefit the land included therein, and will be conclusive to the public safety, welfare and convenience, and aid in the conservation of the real property or natural resources within said district, the court shall so find and grant the petition and fix the boundaries thereof; otherwise it shall deny the petition.

Appeal to district court by persons aggrieved

Section 7. Any person or other owner of real or personal property situated within said district as created, who may consider himself aggrieved by the decision of the Commissioners Court, may appeal to the district court in the same manner as is provided for appeals in cases involving estates of decedents.

Elections

Section 8. Upon granting of the petition, the Commissioners Court shall call an election to confirm the organization and authorize the levy of a tax, not to exceed three cents (3¢) on the One Hundred Dollars (\$100.00) valuation. The election shall be held not less than thirty (30) nor more than sixty (60) days from the order calling the same; and notice of such election shall be given in the same mode and manner as hereinabove required for hearing on the petition to form the District. The notice shall contain the proposition submitted, the classification of voters who are authorized to vote, and the time and place for holding the election.

Title 44

POWERS AND DUTIES

Art. 2351a-6

Except as modified by this Act the general law relating to elections shall govern the election required by this Act.

The election to confirm the district and to authorize the levy of the tax shall be submitted as a single proposition to the people residing therein who are qualified to vote.

Incorporated city, town or village included in proposed district; referendum

Section 8(a). If the area of the proposed District encompasses the territory of any incorporated city, town or village, the Commissioners Court, in making the determinations required in Section 6 of this Act, shall also determine whether those findings would be the same as to the remaining portion of the proposed district excluding any or all such incorporated municipalities in the event any one or more of such incorporated municipalities should fail to cast a majority vote in favor of the district and the tax.

This finding shall be made as to each particular city, town or village whose territory is proposed to be included within the area of the proposed district.

No district hereafter created shall include the area of any incorporated city, town, or village, unless a majority of the electors residing in the municipality and participating in the election called by the Commissioners Court to confirm the district and levy the tax have voted in favor of both the creation of the district and the levy of the tax.

Should a majority of the voters residing in a municipality and participating in the election vote against creation of the district or levy of the tax, the municipality shall not be included within the district, but its exclusion shall not affect the creation of the district embracing the remainder of the proposed territory if the findings of the Commissioners Court made as required in Section 6 and in this section of this Act are favorable to the creation of the district, as thus restricted.

Election favoring confirmation of district; order of Commissioners Court

Section 9. If a majority of those voting at such election, as provided in Section 2 of this Act, vote in favor of the confirmation of the district, it shall thenceforth be deemed an organized Rural Fire Prevention District under this Act; and the Commissioners Court shall enter its order accordingly in its minutes in the following substantial form:

Whereas, at an election duly and regularly held on the \_\_\_\_\_ day of \_\_\_\_\_, A.D. 19\_\_\_\_, within that portion of \_\_\_\_\_ County, State of Texas, described as: (insert description unless the district is county-wide) there was submitted to the legal voters thereof the question whether the above described territory shall be formed into a Rural Fire Protection District under the provisions of the laws of this state; and

Whereas, at such election \_\_\_\_\_ votes were cast in favor of formation of said district and \_\_\_\_\_ votes were cast against such formation; and

Whereas, the formation of such Rural Fire Prevention District received the affirmative vote of the majority votes cast at such election as provided by law;

Now, therefore, the County Commissioners Court of \_\_\_\_\_ County, State of Texas, does hereby find, declare and order that the tract hereinbefore described has been duly and legally formed into a Rural Fire Prevention District under the name of \_\_\_\_\_, under and pursuant to Article III, Section 48-d of the Constitution of Texas, and with the powers vested in such district conferred by law.

Districts declared political subdivisions of state; powers

Section 10. Such fire protection districts are hereby declared to be political subdivisions of the state, and shall have full authority to carry out the objects of their creation and to that end are authorized to acquire, purchase, hold, lease, manage, occupy and sell real and personal property or any interest therein; to enter into and to perform any and all necessary contracts; to appoint and employ the necessary officers, agents and employees; to sue and be sued; to levy and enforce the collection of taxes in the manner and subject to the limitations herein provided against the lands and other property within the district for the district revenues; to accept and receive donations; and to do any and all lawful acts required and expedient to carry out the purposes of this Act.

Further powers of districts

Section 11. Any fire protection district organized under the provisions of this Act shall further have authority:

(1) To lease, own, maintain, operate and provide fire engines and all other necessary or proper apparatus, instrumentalities, machinery, and equipment for the prevention and extinguishment of fires in the district and as authorized in this Act;

(2) To lease, own and maintain real property, improvements and fixtures thereon suitable and convenient for housing, repairing and caring for fire-fighting equipment.

(3) To enter into contracts with any others, including incorporated cities or towns or other districts whereby fire fighting facilities and fire extinguishment services may be available to the district, upon such terms as the governing body of the district shall determine. The contract may provide for reciprocal operation of service and facilities if the contracting parties find that such operation would be mutually beneficial, and not detrimental to the district.

(4) The Board of Fire Commissioners may cause inspections to be made within the district pertinent to the causes and prevention of fires therein, and may promote such educational programs as it may deem proper to more fully effect the purposes of this Act.

(5) To do and perform all things in its discretion proper and necessary to fully carry out the intent of this Act.

Limitation on indebtedness; assessment of property; election; ballots

Section 12. (1) No indebtedness shall be contracted in any one year in excess of funds then on hand or which may be satisfied out of current revenues for the year. The Board of Fire Commissioners shall annually levy and cause to be assessed and collected a tax upon all properties, real and personal, situated within the district and subject to district taxation, in an amount not to exceed three cents (3¢) on the One Hundred Dollars (\$100) valuation for the support of the district, and for the purposes authorized in this Act. Such tax levy shall be certified to the County Tax Assessor-Collector, who shall be the Assessor-Collector for the district. The County Tax Assessor-Collector shall assess property in the district for the purpose of the Rural Fire Prevention District tax at the same values as shown on the county tax rolls, unless a different method of assessing the values has been adopted under the provisions of Subdivisions (2) through (8) of this section.

(2) The Board of Fire Commissioners may by a majority vote of the members order an election in the district, at the expense of the district, on the proposition of assessing property in the district for the purpose of the Rural Fire Prevention District tax at a percentage of actual market value different from the percentage used by the county. The Board of Fire Commissioners shall cause notice of the election to be published by posting notice of the election at each precinct 20 days before the election. The notice shall state the time of holding the election and the question to be voted on.

(3) Residents of the district eligible to vote in a general election are eligible to vote in the district election provided for in Subdivision (2) of this section.

(4) Except as provided in this Act, the general laws of this state apply to elections held under this Act.

(5) The proposition shall be printed on the ballots as follows:

FOR assessing property in the \_\_\_\_\_ County Rural Fire Prevention District No. \_\_\_\_\_ for the purpose of the rural fire prevention district tax at a percentage of actual market value different from that used by the county, not to exceed \_\_\_\_\_ percent of actual market value.

AGAINST assessing property in the \_\_\_\_\_ County Rural Fire Prevention District No. \_\_\_\_\_ for the purpose of the rural fire prevention district tax at a percentage of actual market value different from that used by the county, not to exceed \_\_\_\_\_ percent of actual market value.

(6) If the proposition carries, the Board of Fire Commissioners shall certify that fact to the County Tax Assessor-Collector, notifying him of the percentage of actual market value approved for fire prevention district tax purposes.

(7) The County Tax Assessor-Collector shall assess property for the purpose of the rural fire prevention district tax on separate assessment blanks furnished by the district, at the percentage of actual market value approved in the election.

(8) In a county where the County Tax Assessor-Collector makes a separate assessment of property in a district under the provisions of this section, the rural fire prevention district shall reimburse the County Tax Assessor-Collector for any additional expense incurred in assessing and collecting taxes for the district, not to exceed one percent of the taxes collected in each year.

Board of Fire Commissioners; organization, officers; bond of treasurer

Section 13. (1) The Board of Fire Commissioners, who shall be appointed by the Commissioners Court, shall be the governing body of the districts created under the provisions of this Act. They shall serve for a term of two years and until their successors are appointed and qualified.

(2) Upon the canvass of the election returns and entering of the order creating the district (provided in Section 9), the Commissioners Court shall name five commissioners to serve until January 1st of the next year. On that date, the court shall designate three of such commissioners to serve for a term of two years and two commissioners to serve for one year. Annually on January 1st thereafter, the court shall appoint a successor to each commissioner whose term has expired. Vacancies on the board shall be filled by the Commissioners Court for their unexpired term.

Each of said fire commissioners shall take the official oath required of members of the Legislature of this state before entering upon his duties.

(3) Said fire commissioners shall choose from their number a president, vice-president, secretary and treasurer, who shall have and perform respectively, the duties usually incumbent upon their said offices. The office of secretary and treasurer may be vested in the same person.

The treasurer shall enter into and file with the county clerk his bond conditioned upon the faithful performance of the duties of his office. The sufficiency and amount of the bond shall be determined by the County Judge before it may be filed.

Powers and duties of fire commissioners; meetings; records;  
quorum; compensation

Section 14. The Board of Fire Commissioners shall administer all the affairs of said district in accordance with the provisions of this Act; shall hold regular monthly meetings, and such other meetings as deemed advisable; and shall keep proper minutes and records of all their acts and proceedings. A majority of said board shall constitute a quorum.

No fire commissioner shall receive any compensation for his services, but when on official business of the district may be compensated for their reasonable and necessary expenses. All moneys of the district shall be disbursed by check signed by the treasurer countersigned by the president, but no payments from tax moneys shall be paid unless a sworn itemized account covering the same has been presented to and approved by the board.

The board shall not later than February 1st of each year render in writing to the Commissioners Court of the county an accounting of its administration for the preceding calendar year and of the financial condition of the district.

The board shall further render such reports as may be required from time to time by the State Fire Marshall and other authorized party or agency.

No fire commissioner shall become interested in any contract or transaction in which said district is a party whereby he may receive any money consideration or other thing of value, other than as a resident or property owner of the district.

#### Liberal construction of act; partial invalidity

Section 15. The provisions of this Act and proceedings thereunder shall be liberally construed with a view to effect their objects. If any section or provision of this Act shall be adjudged to be invalid or unconstitutional, such adjudications shall not affect the validity of the Act as a whole, or any section, provision, or part thereof not adjudged to be invalid or unconstitutional.

#### Validation of orders or proceedings of Commissioners Court

Section 16. The order of any Commissioners Court by which a rural fire prevention district has been or has sought to be created or established, wholly within one county, are hereby in all things validated, ratified and confirmed, and such district shall be hereafter deemed to have been established and in existence as of the date of the entry of the order by the Commissioners Court which declared such rural fire prevention district to be in existence; provided, however, that this Act shall not apply to validate the organization or creation of such district unless each of the following steps have also been taken: (a) that the Commissioners Court has entered a finding that the court has investigated the benefits to be derived from the creation of the district and that all of the properties and persons within the territorial confines of the district will be benefited by the creation or existence of such district with the powers authorized under this law and under the provisions of Article III, Section 48-d, of the Constitution of Texas; and (b) the order creating the district has heretofore been filed in the deed records of the county, which order or supplement thereto shows the area of the district; and (c) The Commissioners Court has heretofore appointed fire commissioners for the governing of the rural fire prevention district; and (d) the proposition for the creation of the district, levying a tax, or both, has been submitted to the electorate and a majority of those participating in such election voted in favor of the district, the tax, or both, such election having been called by the Commissioners Court.

## Taxation; levy and collection

Section 17. In those districts validated and declared to be and to have been established under the provisions of Section 16 of this Act, the district shall have the right to levy and collect the rate of tax of not to exceed the rate of tax voted at the election required under the provisions of Section 16; provided, however, that if the election sought to authorize more than a tax of three cents (3¢) per One Hundred Dollars (\$100.00) valuation contrary to the provisions of Article III, Section 48-d of the Constitution of Texas, the provisions of this section shall not be effective.

### Validation of governmental proceedings of districts

Section 18. All governmental proceedings of the districts (which are validated by the provisions of Section 16 of this Act) are hereby in all things validated, ratified and confirmed.

Acts 1957, 55th Leg., p. 130, ch. 57. Amended by Acts 1959, 57th Leg., p. 31, ch. 19, § 1; Acts 1967, 60th Leg., p. 1089, ch. 478, § 1, eff. June 12, 1967.



APPENDIX C  
COUNTY AUTHORITY TO PROVIDE FIRE PROTECTION  
V.A.C.S. - 2351A-1

Art. 2351a-1. Fire protection and fire fighting equipment in all counties; contracts; liability of municipalities for firemen's acts

Section 1. The Commissioners Court in all counties of this State shall be authorized to furnish fire protection and fire-fighting equipment to the citizens of such county residing outside the city limits of any incorporated city, town or village within the county and/or adjoining counties. The Commissioners Court shall have the authority to purchase fire trucks and other fire-fighting equipment by first advertising and receiving bids thereon, and is hereby authorized to issue time warrants of the county and to levy and collect taxes to pay the interest and principal thereon as provided by law. The Commissioners Court of any county of this State shall also have the authority to enter into contracts with any city, town or village within the county and/or adjoining counties, upon such terms and conditions as shall be agreed upon between the Commissioners Court and the governing body of such city, town or village, for the use of the fire trucks and other fire-fighting equipment of the city, town or village. It is specifically provided that the acts of any person or persons while fighting fires, traveling to or from fires, or in any manner furnishing fire protection to the citizens of a county outside the city limits of any city, town or village, shall be considered as the acts of agents of the county in all respects, notwithstanding such person or persons may be regular employees or firemen of a city, town, or village. No city, town or village within a county and/or adjoining counties shall be held liable for the acts of any of its employees while engaged in fighting fires outside the city limits pursuant to any contract theretofore entered into between the Commissioners Court of the county and the governing body of the city, town, or village.

Acts 1941, 47th Leg., p. 567, ch. 360, § 1; Acts 1961, 57th Leg., p. 492, ch. 234, § 1.

APPENDIX D

ARTICLES OF INCORPORATION

OF

VOLUNTEER FIRE DEPARTMENT, INC.

We, the undersigned natural persons of the age of eighteen (18) years or more, at least two of whom are citizens of the State of Texas, acting as incorporators of a corporation under the Texas Non-Profit Corporation Act, do hereby adopt the following Articles of Incorporation for such corporation:

ARTICLE ONE

The name of the corporation is VOLUNTEER FIRE DEPARTMENT, INC.

ARTICLE TWO

The corporation is a non-profit corporation.

ARTICLE THREE

The period of its duration is perpetual.

ARTICLE FOUR

The purposes for which the corporation is organized are:

1. To acquire, operate and maintain fire fighting, rescue and other emergency equipment necessary for the preservation of life and the protection of property from and during fire or other emergencies within the area of its operation in \_\_\_\_\_ County, Texas.
2. To teach, educate and train citizens of said area in the art of the prevention and fighting of fires.

3. To provide rescue and various other emergency services in the event of catastrophe, illness and accident.

4. To raise the funds essential to the successful operation thereof.

ARTICLE FIVE

The street address of the initial registered office of the corporation is \_\_\_\_\_, Texas, and the name of its initial registered agent at such address is \_\_\_\_\_.

ARTICLE SIX

The number of directors constituting the initial board of directors of the corporation is three, and the names and addresses of the persons who are to serve as the initial directors are:

<u>Name</u>	<u>Address</u>
_____	STATE OF TEXAS
_____	COUNTY OF _____

I, \_\_\_\_\_, a Notary Public, do hereby certify that on this \_\_\_\_\_ day of \_\_\_\_\_, 197\_\_\_\_, personally appeared before me, \_\_\_\_\_

ARTICLE SEVEN

The name and street address of each incorporator is:

<u>Name</u>	<u>Address</u>
-------------	----------------

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year

above written.

Notary Public in and for

County, Texas

ARTICLE EIGHT

Upon the dissolution of the corporation, the board of directors shall, after paying or making provision for payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the stated purposes of the corporation that will insure continued fire protection and prevention in the area of this organization.

IN WITNESS WHEREOF, we have hereunto set our hands, this \_\_\_\_\_ day of \_\_\_\_\_, 197\_\_\_\_\_.

ARTICLE SIX

\_\_\_\_\_ the number of directors constituting the initial board of directors of the corporation is three, and the names and addresses of the persons who are to serve as the initial directors are:

Address

Name

STATE OF TEXAS                    X  
COUNTY OF \_\_\_\_\_            X

I, \_\_\_\_\_, a Notary Public, do hereby certify that on this \_\_\_\_\_ day of \_\_\_\_\_, 197\_\_\_\_\_, personally appeared before me, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, who each being by me first duly sworn, severally declared that they are the persons who signed the foregoing document as incorporators, and that the statements therein contained are true.

IN WITNESS WHEREOF, I have hereunto set my hand seal the day and year above written.

\_\_\_\_\_  
Notary Public in and for  
\_\_\_\_\_ County, Texas

My commission expires:

## APPENDIX E

### CONSTITUTION AND BY-LAWS

#### OF THE

#### FIRE DEPARTMENT

WHEREAS, Certain Laws and Regulations are necessary for the good order and well being of all associations, in order to define duty, to establish discipline, the maintenance of harmony for the full promotion of the object for which we are associated together, do ordain and adopt the following Constitution and By-Laws for our regulation and government, and do hereby pledge ourselves to cheerfully submit to the legally expressed will of the majority, and to support our Officers in the discharge of their duties.

#### ARTICLE I

Section 1. The name of this department shall be \_\_\_\_\_ Fire Department.

Section 2. The object of the department shall be the saving of lives, and the protection of property endangered by fires and other disasters, and to promote the teaching and practice of fire prevention and protection.<sup>1</sup>/<sub>2</sub>

#### ARTICLE II

Section 1. The Officers of this department shall consist of a President, a Vice-President, a Secretary-Treasurer, a Chaplain, a Fire Chief, two Assistant Fire Chiefs, and one Captain and one Lieutenant for each company.

#### ARTICLE III

Section 1. It shall be the duty of the President to preside at all meetings of the department; he shall sign all minutes, resolutions, orders and summons of the department; as well as these By-Laws and Amendments thereto. He shall appoint all committees and officers, not otherwise provided for. He shall hold, as trustee for the City of \_\_\_\_\_, Texas, title to all property belonging to, used by, or in possession of the department, and shall execute all conveyances of such property as such trustee. He shall do such other and further things as the department may direct. He shall have the authority to fine any member in an amount not to exceed One Dollar (\$1.00) for misbehavior, or misconduct during any meeting of the department.

Section 2. The Vice-President shall act and have all authority of the President, in his absence, and shall do such other and further things as the department may direct.

#### ARTICLE IV

Section 3. It shall be the duty of the Secretary-Treasurer to keep a record of all department business, a roster of all fire department personnel and an account of the department's finances. He shall have the authority to collect all monies due the department and shall keep a record of the same. He shall render an annual report of all monies received and disbursed during the year, and submit his books to the proper committee for inspection at least one week before the annual meeting. It shall be the duty of the Secretary-Treasurer to keep a record of all fire alarms, meetings, and drills and other activities of the department showing a list of those in attendance.

He shall be in charge of all department correspondence. He shall pay no order or account unless certified by at least two members of the finance committee. He shall transfer to his successor all books, paper, stocks or other collateral belonging to the department within one week after the termination of his office.

#### ARTICLE IV

Section 1. It shall be the duty of the Chaplain to be present at all meetings of the department where he shall properly assist in their opening and closing. He shall officiate at funerals and such other occasions that may require his services.

Section 2. At the will of the department, the chaplain may be exempt from all drills, dues and duties except those pertaining to this office.

#### ARTICLE V

Section 1. It shall be the duty of the Fire Chief to assume full charge of all members, apparatus, and equipment, while on parade, at drills, at conventions, and at fires or other emergencies requiring the services of the department. He shall have the right to call out any and all members and apparatus for any purpose incidental to this office. He shall assume full responsibility for all fire equipment and see to its proper care and maintenance. It shall be his responsibility to recommend the purchase of new equipment. He shall see that adequate training programs are conducted in the department and shall acquaint himself with all new fire fighting methods by attending fire schools, drills and conferences. He shall recommend the purchase of suitable training manuals, text books and other instructional material. He shall see that proper discipline is maintained in the department.

Section 2. It shall be the duty of the Chief to see that a proper record is kept of all fires, the hour and date, the type of occupancy, the name of owner or tenant, the value of the property involved, the estimated amount of damage, the amount of insurance carried and insured loss paid, the type of building construction, where the fire originated, the extent of its spread and how it was extinguished. He shall make such reports as is provided by law, furnishing a copy of same to the Secretary-Treasurer.

Section 3. It shall be the duty of the Chief to see that periodic inspections of the public and commercial buildings in the City be made for purpose of furnishing the members of the department with the necessary information to provide improved fire fighting practices. And he shall do such other and further things as the department may direct.

#### ARTICLE VI

Section 1. The Assistant Fire Chiefs shall be under the orders of the Fire Chief, and in his absence shall succeed to his duties and authority in the order of their respective rank.

## ARTICLE VII

Section 1. It shall be the duty of the Captain to take command of his company at all fires, drills, parades and other public appearances. He shall be held responsible for the action and discipline of his company. He shall have the authority to dismiss any member of his company for insubordination. It shall be his duty to see that the equipment in his charge is in good repair and ready for service. It shall be his duty to report any loss or breakage of equipment to the Chief immediately.

## ARTICLE VIII

Section 1. The Lieutenant shall be under the orders of the Captain and in his absence shall succeed to his duties and authority.

## ARTICLE IX

Section 1. Any resident of \_\_\_\_\_, Texas, or person living within \_\_\_\_\_ miles of the Fire Station who has attained the age of \_\_\_\_\_ years and not exceeding \_\_\_\_\_ years and who is in good physical condition may apply for membership in the department and will become a member after receiving a favorable report from the investigating committee and a favorable vote of the members present at any regular meeting. All applications shall contain the endorsement of at least two active firemen, it shall be read at the first meeting of the department following date of filing, and shall not be voted upon until the next regular meeting. If a vacancy exists, a secret ballot is taken and if the applicant receives no more than \_\_\_\_\_ (negative) votes, he shall be declared an active member of the department.

Section 2. An investigating committee shall be appointed by the President to investigate the moral character and physical condition of all applicants. Their findings will be reported to the department and any member of the department who makes public the findings of this committee, upon being found guilty, will be dismissed from the department.

Section 3. Any member who is absent from three consecutive meetings of the department without legal excuse, shall be dismissed from the department and shall be so notified by the Secretary.

Section 4. In case of dismissal, expulsion, resignation, total disability, or death of an active member, the Secretary shall, in writing, certify such facts to the City Council and other authorities who, for legal purposes, are furnished a roster of the department.

Section 5. Any member whose name has been dropped from the rolls, shall deliver any property belonging to the department, which he may have in his possession, to the Secretary of the department.

Section 6. Any member who reports for duty at a fire, drill or parade, in a state of intoxication, shall be subject to expulsion from the department.

Section 7. Any officer or member of the department who knowingly fails to report an intoxicated member as provided in Section 6, shall be fined the sum of One Dollar (\$1.00).

Section 8. If any officer or member of the department be charged with improper conduct while discharging his duty as a firefighter or at any function sponsored by the fire department, the charges shall be made in writing, signed by the member making such charges, and filed with the Secretary. The Secretary will then furnish the accused member with a copy of the charges and require him to make his defense before the department, which, if he refuses to make within one month, after having been notified, he shall be dismissed from the department.

Section 9. For gross neglect of duty an officer may be charged before a regular meeting of the department. After presenting his defense and if found guilty by a two-thirds majority of the members present, he shall be dismissed from the department.

Section 10. Each member shall pay \$\_\_\_\_\_ as annual dues; he shall pay \$\_\_\_\_\_ for non-attendance at fires, drills, meetings, or for leaving a fire before the equipment is back in service, unless excused by an officer. He shall pay \$\_\_\_\_\_ for disobedience of orders or disorderly conduct at a fire, drill or parade. He shall pay \$\_\_\_\_\_ for the use of profane or abusive language at a fire, or at the fire station.

Section 11. All excuses must be made to the department at its regular meeting by the defaulter in person, unless he is unable to attend, due to absence from the city, sickness, or some other unavoidable cause, in which case a written excuse must be filed with the Secretary for action by the department. Sickness of the member, or in the family of a member, absence from the city, or business conditions being of such nature that prevented his presence at work, shall constitute the only legal excuses.

#### ARTICLE X

Section 1. Honorary membership in the department may be conferred on a person only for outstanding service rendered to the department. Recommendations for honorary membership must be made in writing and signed by at least ten active members, unsolicited by the honoree. Said recommendations shall be read by the Secretary to the department at a regular meeting, and carried over until the next regular meeting, a three-fourths majority vote being required.

#### ARTICLE XI

Section 1. The following standing committees shall be appointed by the President to serve a term of one year, three members shall constitute each committee, the first person named on each committee to be its chairman:

1. Finance Committee
2. Investigating Committee
3. Entertainment Committee
4. Welfare Committee

Section 2. It shall be the duty of the Finance Committee to check all finances, payments, dues, assessments, and to promote all fund raising campaigns for the department.

Section 3. It shall be the duty of the Investigating Committee to investigate the character, physical fitness, and other eligibility requirements for applicants for membership, and to report their findings at the next regular meeting of the department.



Section 4. It shall be the duty of the Entertainment Committee to arrange all programs conducted for the entertainment of the members of the department.

Section 5. It shall be the duty of the Welfare Committee to take care of all cases of distress among members of the department, including cases of illness or death where the services of the fire department may be required.

ARTICLE XII

Section 1. Any proposed amendment to this Constitution and By-Laws shall be presented at any regular meeting by ten members filing in writing with the Secretary of the department, the amendment offered to be voted. The Secretary shall read the proposed amendment and following the second reading at the next regular meeting if such amendment receives a two-third majority vote of the members present, the same shall become a part of this Constitution and By-Laws.

A Suggested Form for Application for Membership

\_\_\_\_\_, Texas \_\_\_\_\_ 19\_\_\_\_

To the President and Members of the \_\_\_\_\_ Fire Department:

Gentlemen:

I hereby make application for membership in your organization. I have been a resident of the City of \_\_\_\_\_, Texas, for the past \_\_\_\_\_ years. My occupation is \_\_\_\_\_, my age is \_\_\_\_\_ years. If elected I agree to abide by all of your Rules and Regulations.

SIGNED: \_\_\_\_\_

Recommended by:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPENDIX F

FIRE PREVENTION FILMS

Available at no Cost from:

Fire Prevention & Engineering Bureau of Texas  
1320 Mercantile Securities Building  
Dallas, Texas 75201  
(214) 747-0681

The following code indicates the type audience for which films are most suitable.

- |   |                        |
|---|------------------------|
| A - Adult, college, P.T.A., Civic Clubs | J - Junior High School |
| D - Industry                            | P - Primary Grades     |
| F - Fire Departments                    | R - Insurance          |
| H - Hospitals                           | S - Senior High School |

B&W: Indicates black & white film

Color: Color film

TV: Indicates film clear for television showing

- A-D-F ARE YOU SURE?: Portrays emotional impact of an industrial fire  
TV has on five employees who feel they may have caused the disaster,  
because each had committed a careless act just before the fire.  
15 minutes - color.
- A-J-R ARE WE FIRE SAFE?: Shows construction features that help keep  
S a home safe from fire. Emphasizes need for a family escape  
plan. Good for club or school. 8 minutes - color.
- F BASIC VENTILATION PRACTICES: Training film shows basic ventila-  
tion practices, to use in instructing recruit fire fighters.  
27 minutes - color.
- F BLEVE: Films deals with Boiling Liquid Expansion Vapor Explosions  
(BLEVE). Explain hazards that affect decisions whether to evacuate  
or attack. 19 minutes - color
- A-D-F BUILDING FOR SAFETY: Films shows how floors, walls, ceilings,  
TV roofs, doors are tested to determine how well they will withstand  
an actual inferno. 13 minutes - color.
- A-J-S THE CHALLENGE: Shows careless acts that often cause fires. Also,  
shows simple rules that achieve fire safety. 14 minutes - color.
- F-H CODE 1001: A training film that deals with patient evacuation  
for hospitals. 14 minutes - color.
- A-D-F COMBAT: Shows actual fire rescues and promotes an appreciation  
for community fire forces. Feature suspense and drama.  
21 minutes - B&W.
- A-F-J CONDEMNED: Portrays fire safety in homes, hotels, rooming houses,  
R-S etc. Shows residential inspections by fire marshall.. 17 minutes -  
color.

- A-D-F DONALD'S FIRE SURVIVAL PLAN: A Walt Disney film for all ages  
J-S that proves something can be done to reduce loss of lives from  
fires. 8 minutes - color.
- A-F FIGHTING TANK FIRES: Illustrates techniques to use in fighting  
flammable liquid fires. 30 minutes - color.
- A-D-J FIRE: Demonstrates techniques of fire fighting with extinguishers.  
S 13 minutes - color.
- F FIRE ATTACK: Firemen demonstrate good and deficient practices  
in attacking a fire. 12 minutes - color.
- A-J-S FIRE-CAUSE FOR ALARM: Reveals startling statistics on fire damage  
TV in U.S. Gives examples of fires caused by smoking and by ignoring  
safety rules. Three types of fire extinguishers and explained.  
12 minutes - color.
- J-P FIRE EXIT DRILL AT OUR SCHOOL: Shows reasons for fire exit drills,  
correct procedures. Film impresses youngsters. 11 minutes - B&W.
- F FIRE FIGHTING STRATEGY: Outlines basic strategy for officers  
and men of fire service. Live fire footage. 24 minutes - color.
- D-F FIRE HOSE: Training film shows how to care for expensive fire hose.  
21 minutes - B&W.
- A-J-S FIRE-NOT IN MY HOUSE!: Film seeks to persuade people of the importance  
of ridding their homes of fire hazards. Good with Clean-Up campaigns.  
11 minutes - color.
- A-D-F FIRE POWER: Portrays methods of handling gasoline and gasoline  
J-S, TV fires. 17 minutes - B&W.
- A-D-F THE FIRST FIVE MINUTES: Actual demonstration show importance of  
S, TV prompt reporting and response to fire calls. 27 minutes - B&W.
- F GROUND LADDERS: Demonstrates correct handling and use of various  
types of ground ladders by firemen. 30 minutes - color.
- A-F HANDLING LP GAS EMERGENCIES: Training film covers management of  
fires at LP-gas installations. 24 minutes - color.
- A-F-S HIGH RISE BUILDING PROBLEMS: Film points out problems and dangers  
faced in high rise building fires. 17 minutes - color.
- D-F-R HIGH RISE PRE-FIRE TRAINING: A training film for fire departments.  
Devises plan of action for attacking high rise fires. 25 minutes -  
color.
- P HOLDING HANDS: Film specifically for elementary children. Shows  
how to extinguish clothing fires, danger of matches and what to do  
at home and school in event of fire. 17 minutes - color.

- P HOW TO HAVE AN ACCIDENT IN THE HOME: Donald Duck, in a hilarious presentation, shows common causes of fires in the home. 8 minutes - color.
- P I'M NO FOOL WITH FIRE: Walt Disney's Jimmy Cricket impresses elementary pupils with facts about fires. 8 minutes - color.
- A-D-F THE MAGIC OF FIRE: Film shows how to use and handle flammable or explosive materials properly. 23 minutes - color.
- D-F SAFE HANDLING OF LIGHT ENDS: Deals with in-plant safety in handling LP-gas and fighting LP-gas tank fires. 17 minutes - color.
- A-F-S THE SCIENCE OF FIRE: Tell story of the principles of combustion, TV ignition temperatures, vapor travel and methods of extinguishment. 20 minutes - color.
- A-J-S STOP THEM BEFORE THEY START: Using scale models, a demonstrator shows how lack of knowledge of flammable liquids, dust, chemicals and decorative materials bring disaster. 15 minutes - B&W.
- A-F STRUCTURE FIRES: Shows how to put out fire with a minimum of water. Dwelling, mercantile, warehouse, factory, theater, basement, and attic fire are fought and techniques for extinguishing given. 31 minutes - B&W.
- F TANK VEHICLE FIRE FIGHTING: Proper techniques are shown for fighting vehicles fires that have tank containing burning liquid, chemicals, or gasses. 24 minutes - color.
- A-J-P UNTIL THE FIRE DEPARTMENT ARRIVES: Shows how to use those precious S, TV minutes prior to arrival of fire department. 5 minutes - B&W.
- A-F VENTILATION: Training film shows how, why, and when to ventilate at fires. 25 minutes - B&W.
- A-J-R YOU AND YOURS: Film tells about burns, clothing fires, home fire detection systems, fire extinguishers and escape planning. 20 minutes - color.
- A-H-J YOUR CLOTHING CAN BURN: Educational film tells which fabrics are P easily ignited and which are the safest. 13 minutes - color.
- A-D-F YOUR JOB: Teaches employees the daily practice of fire prevention S and what to do in event of fire. Teaches how to recognize causes of fire. 20 minutes - color.

APPENDIX G

FIRE TRAINING COURSES OFFERED IN  
LOCAL COMMUNITIES BY:

Fire Protection Training Division  
Texas Engineering Extension Service  
The Texas A&M University System  
F. E. Drawer K  
College Station, Texas 77843  
(713) 845-2122

COURSE DESCRIPTION

10210 Basic Fire Prevention Training - 15 hours

Extension training for fire department personnel in fire prevention activities, including responsibilities for fire prevention, community relations, fire prevention inspection practices, fire cause detection, and use of visual aids in fire prevention promotional programs.

Fee: None

20212 Fire Prevention Inspection Training - 15 hours

Extension training for fire departments in in-service company inspections including community relations, definition of fire hazards, types of hazards, approach and entry for inspection, correction and removal of fire hazards, and reinspections.

Fee: None

20213 Fire Prevention Inspection-Certification - 90 hours

Extension training designed to prepare student for certification as basic fire prevention inspector. Subjects include inspection procedures, definition of fire hazards, classification of hazards, survey of local, state, and national fire codes, fire and building code studies, public relations, and public speaking.

Fee: \$15.00 per student plus cost of consumable supplies.

20214 Fire Cause Detection and Arson Investigation - 60 hours

Extension training designed to prepare student for certification as basic fire and arson investigator. Subjects include laws of arson, determining cause and origin, circumstantial evidence, flammable liquids and gases, motives for arson, the corpus delicti, psychopathic fire setters, juvenile problems, and records and sources of information.

Fee: \$10.00 per student plus cost of consumable supplies.

30200 Basic Firefighting Training - 15 hours

Extension training course for municipal fire departments on chemistry of fire, hand extinguishers, hose loads, hose lays, booster and pumper operation, ladder practices, breathing apparatus, size-up, use of tools and equipment, and related instruction as requested by participating department.

Fee: None

30201 Basic Firefighting Training - 12 hours

Extension training course for small municipal and volunteer fire departments on chemistry of fire, hose loads, hose lays, booster operations, ladder practices, breathing apparatus, size-up, and related instruction as requested by participating department.

Fee: None

40202 Advanced Firefighting Training - 15 hours

Extension training course for municipal fire departments on chemistry of fire, hazardous materials, fire prevention practices, use of major tools and equipment, advanced pumper operations (pumping into master streams), large ladder operations, salvage and overhaul, pre-planning, size-up and attack, and related instruction as requested by participating department.

Fee: None

40204 Fire Department Pump Operations Training - 12 hours

Extension training for municipal fire departments on use of department pumping apparatus, including safe driving practices, spotting pumper at hydrant, pumping from hydrant and draft, simplified hydraulics, pumping into fixed systems and master streams, and related instruction as requested by participating department.

Fee: None

50207 Staff and Command Training - 15 hours

Extension training for fire department officers in leadership and management techniques and managing the fire ground. Includes strategy and tactics, size-up and attack at the command level, orders and giving orders, management of available resources, fire simulation, evaluation of emergency operations, and related instruction as requested by participating department.

Fee: None

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*Educational programs conducted by the Texas Agricultural Extension Service serve people of all ages regardless of socioeconomic level, race, color, sex, religion or national origin.*

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