

COMAL COUNTY

EMERGENCY SERVICES DISTRICT #5

BOARD OF COMMISSIONERS

Board Meeting Minutes, June 23, 2016

A Special Meeting of the Board of Commissioners of Comal County Emergency Services District No. 5 was held at the office of Mr. Eldyn Ingerick, CPA, 2376 Bulverde Road, Bulverde, TX 78163 on Wednesday, the 23rd day of June, 2016.

1. Call meeting to order:

Having been duly posted, the meeting was called to order at 11:32 a.m. by Mr. David Bullock (President, ESD #5) with all Commissioners present (Barr, Bullock, Ingerick, Rarick and Wilcox).

Workshop Agenda

1. **Citizen Comment:** Mr. Graff and Mr. Barnett offered comments related to equipment and facility projections, maintenance and repairs, equipment depreciation and building usage fees.
2. **Review and discuss proposed 2017 Emergency Services budget and supporting materials prepared by Bulverde Spring Branch Emergency Services.**
 - a. Mr. Ingerick reviewed a seven-year financial forecast and the Commissioners thoroughly discussed the major assumptions used in preparing the forecast. Mr. Ingerick observed that the projected level of cash reserves declines significantly in future years based on projected apparatus and facility acquisitions.
 - b. Mr. Bullock summarized for Commissioners his analysis of significant assumptions embedded in the proposed 2017 Emergency Services budget in the area of personnel costs, repairs and maintenance, depreciation, and supplies. The Commissioners thoroughly discussed Mr. Bullock's observations.
 - c. The Commissioners discussed the form and level of feedback to be provided to Bulverde Spring Branch Emergency Services concerning the proposed 2017 budget and related

funding request. The consensus of Commissioners was we should inform Bulverde Spring Branch Emergency Services as to the level of contribution we are able to provide for 2017 after careful consideration of anticipated equipment and facility needs as well as projected direct costs of providing fire and emergency medical services. And, that we should avoid a detailed submission of individual budget areas that could potentially be -mistakenly interpreted as directing management decisions that appropriately rest with Bulverde Spring Branch Emergency Services as the Service Provider.

Adjourn;

Mr. Bullock called for adjournment of ESD 5 meeting at 1:05 p.m.

Minutes prepared by Mr. Mike Rarick, Secretary.

Board Acceptance: _____, Secretary
(Date) *(Signature)* July 16, 2016