

COMAL COUNTY
EMERGENCY SERVICES DISTRICT #1
BOARD OF COMMISSIONERS
Board Meeting Minutes for Aug 10th, 2017

A Regular meeting of the ESD #1 Board was held at the Emergency Services Building at 353 Rodeo Drive, Spring Branch, Texas 78070 on Thursday the 10th day of August 2017.

Discussion/Action Items:

1. Call meeting to order:

Having been duly posted, the meeting was called to order at 4:01 PM by President Bill Gonser. Commissioners Harrell Hicks, John Scheffler, and Rhonda Zunker were present and a quorum was declared. Commissioner Schmalz participated via telephone but did not vote.

Guests in attendance: None

Workshop Agenda

Public Comment: In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners. Citizens' Comments are limited to 3 minutes per citizen.

Discussion/Action items (continued)

2. Approve July 20, 2017 regular meeting minutes: A motion was made and seconded to approve the minutes as presented. Motion carried.

3. Review, consider and accept monthly financial reports - Commissioner Zunker: The financial report (attachment 1-a) shows an operating account balance of \$1,953,765.43 with outstanding bills totaling \$1,600.00 resulting in an available funds balance of \$1,952,165.43.

Attachment 1-a also documents the ESD1 effective and rollback tax rates as received from the Comal County Appraisal District. Attachment 1-b is the Operation Account History for 2017 YTD. Attachment 1-c is the monthly statement from Broadway Bank including copies of checks that cleared.

A motion was made and seconded to accept the financial reports as presented. Motion carried.

4. Consider and approve bills/invoices to be paid - Commissioner Zunker: Commissioner Zunker identified the following as due for payment.

- a. Invoice for \$600 from Andrew Roca for the IT services rendered to set up ESD1 laptops (attachment 2).
- b. Herald -Zeitung Tax Rate Public Postings #2 & #3 - \$1,000. Since the cost of notice #1 was \$511.00 and the board approved a NTE amount of \$1250 for all 3 notices in July an increase of additional \$250 of total spending authority will be needed.

A motion was made and seconded to increase the Herald Zeitung costs to a not-to-exceed total of \$1500 for all 3 posting and pay all bills/invoices as presented. Motion carried.

5. Committee and Council Reports - Commissioner Gonser reported that the Council meetings have been temporarily suspended. They will reconvene in the future as topics/issue dictate. He also requested Commissioners Hicks and Schmalz work with the BSBES to obtain an organization chart that describes the current manpower deployment across all 4 stations. This data will be used in developing the go-forward plan and personnel cost impacts for the new stations 4 &5.

Commissioner Gonser also scheduled a workshop immediately following the public tax hearing meeting on Aug 31st to present the results of the terrain modelling efforts conducted at Station 2 last month.

6. Discuss and Approve 2018 ESD1 Budget - Commissioner Zunker discussed the preliminary working ESD budget for 2018 (attachment 3). The total cash receipts are estimated to be \$3,022,200. Total estimated expenditures are \$2,832,658 which results in a excess of \$189,542 which will go toward increasing the reserves and purchase a new ambulance in either 2018 or 2019.

A motion to approve the 2018 ESD1 Preliminary Budget as presented was made and seconded. Motion passed unanimously.

7. Review 2017 Effective Tax Rate Worksheet and propose a 2018 Tax Rate – Commissioner Zunker presented the 2017 Effective Tax Rate Worksheet for ESD #1 (attachment 4). The worksheet shows the effective rate for 2017 to be 0.080897/\$100 and the rollback rate to be 0.096191/\$100. A discussion of the table on page 11 of 14 followed to highlight the effects of increasing valuation of existing property and of new properties that were added to the tax rolls in 2017.

A motion was made by Commission Zunker to propose a tax rate of 0.085100/\$100 for 2018 which is the same rate as 2017. Commissioner Hicks seconded the motion. Commissioners Gonser, Hicks, and Zunker voted yes. Commissioner Scheffler voted no. Motion passed.

8. Establish a schedule for 2018 Tax Rate Public Hearings: A motion was made and seconded to adopt the following Public Hearing schedule. Motion passed.

Hearing #1 will be Thursday August 24th, 2017 at 4 PM

Hearing #2 will be Thursday August 31st, 2017 at 4 PM

Meeting to adopt the tax rate will be Thursday Sept. 14th, 2017 at 4 PM.

All meetings will be held at the Emergency Services Building at 353 Rodeo Dr., Spring Branch, TX 78070

9. Discuss Updated Financial Plan: Commissioner Gonser discussed the draft 7-year plan and distributed copies. The major change is to reflect ESD1's plan to incrementally decrease the percentage of funding it provides to the non-profit BSBES over the next few years to 40% in 2020. Commissioner Gonser requested board members review and provide comments at the next meeting.

13. Discuss agenda, time and date for next meeting: The next regular meeting of ESD1 is scheduled for Thursday Sept 14th at 4:00 PM in BSBES Building at Rodeo Dr.

12. Adjourn: A motion to adjourn was made, seconded, and passed. Meeting was adjourned at 8:53 PM.

Mark Schmalz – Comal County ESD1 Secretary

Board Acceptance _____ 2017 _____, Mark Schmalz
(Date) (Signature)

Attachments:

1-a: ESD1 Financial Report for Aug.

1-b: ESD1 YTD Operating Account History

1-c: Monthly Broadway Bank Statement

2: AR Invoice for IT Services - \$600

3: ESD #1 Proposed 2018 Budget

4: Review 2017 Effective Tax Rate Worksheet and propose a 2018 Tax Rate