

COMAL COUNTY
EMERGENCY SERVICES DISTRICT #1
BOARD OF COMMISSIONERS
Board Meeting Minutes for Dec 13, 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 Wednesday the 13th day of December 2017.

Discussion/Action Items:

1. Call meeting to order: Having been duly posted, the meeting was called to order at 4:22 PM by President Bill Gonser. Commissioners Mark Schmalz, and Rhonda Zunker were present and a quorum was declared. Commissioner Hicks was not in attendance.

Guests in attendance: Mr. Mark Southwell – Chief/ BSBES, Ms. Jo Zuercher - BSBES

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 the Nov 16th, 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 \$1,564,755.15 with no checks outstanding. There are 2 outstanding bills due. The first is an invoice from the Comal County Appraisal District in the amount of \$7,730.94 for the 1st quarter 2018 payment (attachment 1-b). The second is an invoice from CNA Surety in the amount of \$725 for the 2018

Treasurer's Bond (attachment 1-c). Commissioner Zunker stated the \$725 premium is based on last years bond amount of \$145,000. The bond amount for 2018 will increase to \$159,000 (5% of collected taxes) so this year's premium will go up slightly. With those 2 bill/payments due the available balance is \$1,556,299.21. Attachment 1-d is the Operating Account History for 2017 YTD. Attachment 1-e is the ESD #1 Property Tax Remittances from Comal County and Interest Earned YTD. Attachment 1-f is the Broadway Bank Monthly Pledge Inventory Report for November 2017.

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: A motion was made and seconded to pay the Comal County Appraisal 1st quarter bill as described in item 3 above. Motion carried.

5. Committee and Council Reports – Commissioner Gonser reported he is meeting with several candidates for the 2 open ESD1 positions. Appointments are expected to be announced by the county commissioners by the first of the year.

Commissioner Schmalz summarized several recent decisions by the BSBES Board that resulted from splitting off the training function into a separate 501(c)3 corporation.

6) Discuss increasing monthly payment to Service Provider for Salary adjustment and other costs associated with the spin-off of the training group - Commissioner Gonser summarized last month's request from the BSBES Board to provide funds for an employee compensation increase to help in recruiting new hires and improve retention of existing employees (this topic was discussed at the November meeting in agenda item #6). The ESD1 portion amounts to an additional \$5K/month and would increase the monthly payment from ESD1 from \$180,000/mo. to 185,000/mo. After review of the current 2018 ESD1 budget and the 7 year plan a motion was made by Commissioner Gonser to increase the ESD1 payment to the BSBES to \$185,000/month for 2018. The motion was seconded by Commissioner Zunker and passed unanimously.

7. Discuss agenda, time and date for next meeting: The next regular meeting of ESD1 is scheduled for Thursday Jan. 18th at 4:00 PM in BSBES Building at Rodeo Dr.

8. Adjourn: A motion to adjourn was made, seconded, and approved. Meeting was adjourned at 5:10 PM.

Mark Schmalz – Comal County ESD1 Secretary

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

Attachments:

1-a: ESD1 Financial Report for Dec.. 2017

1-b: Comal County Appraisal District 2018 1st Quarter Contribution Invoice

1-c: CNA Surety Notice of Premium Due

1-d: ESD1 YTD Operating Account History

1-e: ESD1 Property Tax Remittances from Comal County and interest earned YTD

1-f: Broadway Bank Pledge Inventory Report.