

Nueces County Emergency Services District #3

Meeting held on July 1, 2021

Station 1, 205 South Pacific Ave.

Bishop, Texas 78343

1. Call to Order-Establish a Quorum
  - a) President Gary Eulenfeld called meeting to order at 6:06 p.m. There were three members present – Gary Eulenfeld, Barry Fuhrken and Mike Benton so a quorum was present to conduct business. Board members absent were Russell Jungmann and Carl Hill.
2. Introduction of Board Members and Member of the Audience
  - a) President Eulenfeld introduced members. Attendees were Chief Davis, Assistant-Chief Zamora, Deputy Chief Burt Zimmerman, Firefighters Thomas McElroy and Orlando Garcia.
3. Open Forum
  - a) No items were presented during open forum.
4. Approve Minutes
  - a) Barry made a motion to approve the minutes as presented. Mike second. Motion passed unanimously.
5. Fire Chief's Report
  - a) Chief Davis reported that since there were not enough incidents closed out during the month of May, he was not able to submit a Fire Chief's report.
6. Sub-Committee Reports
  - a) Policies and Procedures – In progress, nothing noteworthy to report.
  - b) Strategic Planning
    - i) Discuss and act on setting date(s) to visit other fire stations with SNT Architects.
      - (1) There was discussion on which fire stations we would want to visit with Fulton, Flour Bluff and Annville County Road 73 Station being suggested. It was agreed that we would visit the Annville Stations first, with the visits occurring on either 7/6/21 or 7/8/21 at 5:00 pm. Gary will contact SNT to see which date is preferable to them. John will contact Chief Clack to set up the visits on the day which is selected.
  - c) Budgeting –
    - i) Barry reported that the Budget Committee had met on Monday and prepared a draft budget that will be presented at this meeting. The total income that is projected to be received is \$840,300.00 with approximately \$820,000.00 coming from Tax revenues. Expenses were projected to balance the budget. A copy of the budget will be included with these minutes. Gary Eulenfeld made a motion to adopt the budget as proposed and Mike Benton seconded. The motion passed unanimously. A copy of the budget is attached to these minutes.
  - d) Fundraising and Grants
    - i) Chief Davis reported that the Firehouse Subs Grant would be reopening on July 6th. He reported that he has been in contact with a vendor supplying him with the needed information to be submitted with the grant application. He also requested that Barry would need to supply financial information to be submitted also.
    - ii) AFG Grant





- iv) A motion was made by Gary to have Chief Davis obtain 3 bids from Certified roofing specialists and report back to the Board. Mike Benton seconded the motion and motion passed. It was suggested that if a special meeting was needed, it could be called to approve the bids.
  - e) Discuss and act as necessary on purchasing 30 Kw emergency generator that Junior Kieschnick has for sale.
    - i) Chief Davis brought a request before the board to investigate purchasing a 30Kw three phase emergency generator that Junior Kieschnick has for sale. Chief Davis said he would like to purchase this generator and have it installed at Station 1. The generator is a 30Kw 3 phase Generac generator and he is requesting \$22,000.00 for the generator and switch package. After much discussion, a motion was made by Barry and seconded by Mike to purchase this generator. Motion passed. A second motion was made by Gary to authorize up to \$5000.00 for installation of this generator at Station 1.
  - f) Report on SFFMA Convention held in Lubbock
    - i) John and Mike reported that the SFFMA Convention was a good convention. They reported that none of the candidates running for 4<sup>th</sup> Vice President from the South Texas area were elected. McAllen was selected to hold the convention in 2023.
  - g) Report on SAFE-D training held at American Legion in Bishop
    - i) Gary and Barry gave a report on the SAFE-D training that was held in Bishop. They reported that there were 15 attendees and ESD # 6 was in attendance and was asking questions. There were multiple topics discussed and it was a highly informative session.
  - h) Act on 2021 Auditor engagement letter from Noel Snedeker
    - i) Gary made a motion to accept the Auditor engagement letter for the 2021 district financial audit from Noel Snedeker. The cost for this year's audit will remain at \$3500 as prior years audits. Barry seconded the motion and motion carried.
  - i) Review and approve as necessary proposed budget for 2021-2022.
    - i) As stated under the Sub-committee reports, the proposed budget for 2021-2022 was reviewed and passed.
  - j) Update on Tax Setting Timeline and actions needed, set date for public hearing
    - i) Barry presented the proposed timelines for setting the tax rate for the 2021-2022 tax year.
    - ii) The 2021 Planning Calendar that will be sent to the Nueces County Tax Assessor Collectors office was review by Board members present. It was noted that the Appraisal District is required to send out notices and publish the database according to Section 26.04 by August 7, 2021. Also, on this date the calculation of effective and rollback tax rates will occur. The meeting of the governing body to discuss the tax rate will occur on August 8, 2021. The Board decided that we will have the public hearing on September 2, 2021, and also plan to adopt the tax rate on September 2, 2021.
    - iii) Gary made a motion adopt the above timeline. Mike seconded the motion. Motion carried. Barry will submit the timeline to the Tax assessor's office.
9. Financial Statements
- a) Act on reviewing and approving payment of current bills
    - i) Barry made a motion to approve payment of current bills outlined in the discussion. Mike second. Motion passed unanimously.
  - b) Act on reviewing and approving credit card expense reports and statements
    - i) Gary made a motion to approve credit card payments as presented. Mike second. Motion passed unanimously.
  - c) Act on approving transfer of funds between accounts

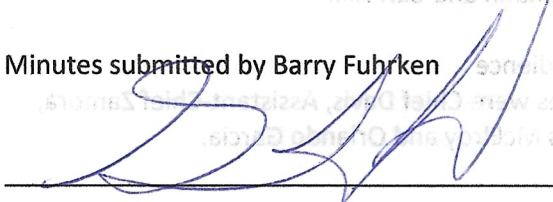
- i) Barry gave report we need to transfer \$60,000.00 from money market to checking. Mike made a motion to approve the transfer. Barry second. Motion passed unanimously.

**10. Executive Session**

- a) Executive session was not required.

**11. Meeting was adjourned at 8:25 P.M.**

Minutes submitted by Barry Fuhrken



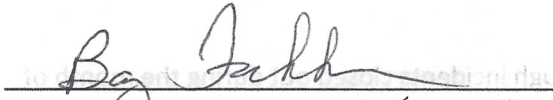
President



Vice – President



Secretary



Treasurer



Commissioner