

**ESD 8 Minutes March 24th, 2015 Meeting at PFD Station One, 801 Bee Creek Road, Briarcliff, TX.  
78669 6:30 PM.**

**ESD 8 Board Members Present:** Russ Munsch, Gail Zahara, Kristy Quigley, and Karen Fromel. Absent: David Streilein.

**Staff Present:** financial Consultant Bob Dilley, Fire Chief Gerry Deming, Manager Mike Claypool

Citizens: Page Graves

**Call to Order** by Board President Russ Munsch at 6:32 P.M.

The minutes of the meeting of November February 9<sup>th</sup>, 2015 were adopted as presented by a vote of 4 – 0.

The year to date Budget versus actual expenses report was presented by Manager Claypool and Financial Consultant Bob Dilley. There were no areas of concern found in expenses year to date. Sales tax was noted to be ahead of projections for the year to date, and property tax was slightly above estimated collections year to date.

Fire Chief Gerry Deming introduced the new Incident Reporting spreadsheet. The Board found it to have valuable information regarding the performance of the department. The Chief stated that he will present this report at each Board meeting.

Ms. Qugley and Mr. Claypool discussed the activities of the ESDCC. Primarily, the focus is on HB 2249 and SB 1109, and their corresponding Joint Resolutions. This legislation was created by ESD 6 to create an Amendment to the State Constitution that would create a new Emergency Response District. This new entity would have the power to a) assess ad valorem taxes up to \$0.20/\$100 valuation (double the current rate), and b) dissolve/absorb an ESD. This legislation was developed without the knowledge of other ESD's and certainly appears to be intended to enable an ERD to expand territory and tax revenue.

Mayor Al Hostetler was invited to speak about the Briarcliff Emergency Management Coordinator. It was his desire to have Chief Deming hold this position for the Village. Commissioners Zahara and Munsch both expressed their reservations that a) the added responsibility might overextend the Chief, and b) in a large emergency the Chief's duties to Briarcliff might conflict with other, district wide responsibilities. The Board suggested that other communities utilize their fire chief in this role and stated their regret that the Fire Chief, at this time, could not assume the role of Briarcliff Emergency Management Coordinator.

In Public Comments, Page Graves encouraged all to attend the PFD Auxiliary Crawfish Boil on April 25<sup>th</sup>.

Manager Claypool reviewed the financial contributions of the PFD Auxiliary to the Fire Department. The Auxiliary has contributed in the past year \$26,000 in equipment. The Auxiliary is also in the final stages of the completion of the rainwater collection system at station 803, at a cost of \$22,000, and is scheduled to begin work in 2015 on the rainwater collection system at station 801, at an estimated cost

\$35,000. The Board applauded this tremendous support of the fire department, and especially noted the efforts of Page Graves. Mr. Claypool noted that the department is expected to receive a grant from the LCRA for approximately \$22,000 to assist with construction costs of all three stations' rainwater collection systems.

Approval of checks over \$2,000:

VFIS: \$6811.00 for property, liability, vehicle insurance coverage

Travis Central Appraisal District: \$2,217.73

Herron Design: \$ 4,000.00 for preliminary architectural designs, station 802

Motion by Ms. Zahara, Second by Ms. Quigley to approve the expenditures. The checks were approved by unanimous vote.

The Manager and Fire Chief requested a budget adjustment of \$2,200 to purchase 3 computers and corresponding software. These funds were moved from other budget categories. Motion by Ms. Zahara, and a second by Ms. Quigley to make this budget adjustment. The Board voted 4 – 0 to approve this budget adjustment.

Plans to adapt office space at station 801 were discussed by Chief Deming. These plans include a) putting a louvered door on the IT closet to improve ventilation of the equipment, b) paint the Chief's office, and c) enclose the reception area and convert it into a conference room. The department has a bid of \$ 3,325 to complete this project. Motion by Ms. Quigley, Second by Ms. Zahara to make this budget adjustment. The vote was 4 – 0 to support the motion.

Chief Deming introduced a spreadsheet of billing rates for services by the fire department. Discussion ensued as to the types of calls that would be billed, and the services offered by the department that would be billed. Motion by Mr. Munsch, second by Ms. Zahara to adopt the billing rates. The rate sheet was adopted by a vote of 4 – 0.

The Board adjourned the public meeting at 7:44, and went into Executive Session.

The Board re-opened the public session at 8:03. The next meeting was scheduled for May 5<sup>th</sup>, 2015 at 6:30 PM.

