

Minutes of the August 19, 2021, Special Commissioners Meeting

1. **Call to order:** Meeting called to order at 6:32 pm
2. **Establishment of a quorum:** Commissioners present in building: Commissioner Mayberry, Commissioner Anaya and Commissioner Booth, Commissioner Rankins and Commissioner Berumen.
3. **Pledge of Allegiance:** The Pledge was recited.
4. **Presentations:** None.
5. **Public Hearing:** No members of the public present for comment.
6. **Discussion and take action on the adoption of the FY' 21-22 budget:** Budget presentation was given by Chief Menendez and Administrator Ames. The ESD and Fire Department year review was presented along with the breakdown of the budget. Commissioner Berumen asked about how this presentation went with the County Commissioners and if they had any questions. Chief Menendez stated that the only questions they asked was how we have been supporting the COVID testing/vaccinations in our district. The Chief explained to the county that our area was saturated with testing and vaccinations, and how we do not have any extra staff that we could have assigned to that task because all of our employees are essential to day-to-day operations. We have been teaming up with DSHS and they have been providing the staff and we provide the facility for drive thru COVID vaccine clinics. Also, the County Judge asked Wally to make the ESD's presentation standardized so that they both contain the same information. Motion made by Commissioner Anaya to approve the 21/22 budget in the amount of \$4,728,790.55. Motion was seconded by Commissioner Rankins. Motion carries.
7. **Discussion and take action on the adoption of the tax rate for FY 21-22':** Administrator Ames explained the No New Revenue rate, the Voter Approval rate and the De Minimis rate and how would each affect our budget and the amount of reserve money required to fund the budget. Commissioners each stated their reasoning for approving a 10-cent tax rate. Commissioner Anaya made a motion that the property tax rate be increased by the adoption of a tax rate of \$0.100000 which is effectively a 11.34% increase in the tax rate. The \$0.100000 tax rate consists of an I&S rate of \$0.027185 and a M&O rate of \$0.072815. Motion was seconded by Commissioner Rankins. Motion carries.

- 9. Discussion and take action on amending COLA SOP 200.0071:** Chief Menendez presented the proposed change to the COLA policy that has been reviewed by legal and HR. Commissioner Berumen asked if we should add “consecutive” to the 12 months. Discussion on the change occurred. Motion to approve policy amendment with recommended change made by Commissioner Booth and seconded by Commissioner Rankins. Motion carries.
- 10. Discussion and take action on Employee COLA’s for FY 22’:** Chief Menendez presented the COLA spreadsheet that had been emailed to the Commissioners earlier this week. He is recommending the 5% for all employees as he feels it is imperative to keep our quality staff by giving them a Cost-of-Living raise. All of our staff work had every day for the ESD and are deserving of the increase. Commissioner Berumen stated that he has come to the station several times and always sees the employees working and believes they are deserving of the 5% COLA. Motion to approve the 5% COLA was made by Commissioner Booth and seconded by Commissioner Anaya. Motion carries.
- 11. Discussion and take action on TCDRS Plan for 2022:** Administrator Ames presented the current and proposed TCDRS plan to begin January 1, 2022. The proposed plan includes increasing the Employer match to 225% future and past, giving an additional contribution of \$61,764.00 to increase our funded amount and to pay an elected rate of 11.86%. She explained the purpose and the positive affect on the plan by making these recommended changes. Commissioner Berumen asked which of our employees participate in this plan. Administrator Ames explained it is the ESD staff and that the plan changes are to put us in a good position when we begin to have paid Fire Fighters. Commissioner Mayberry stated that this will also help us move towards providing the same level of retirement that the County employees already receive. Motion to accept the new plan made by Commissioner Booth and seconded by Commissioner Rankins. Motion carries.
- 12. Discussion and take action on ESD/HFD personnel Physicals:** Chief Menendez spoke about annual physicals that the department provides for some of our Fire Fighters and Fire Marshal personnel. The previous company we were going to contract with can no longer provide them to us. The contact that is being presented tonight is for the Life Care Center which we have used in previous years. Pat Mayberry will be making the list of who is eligible for the physicals and would be setting up the schedule. Motion to approve the contract made by Commissioner Booth and seconded by Commissioner Anaya. Motion carries.
- 13. Discussion and take action on ESD building Land Purchase:** Will be discussed in Executive session and is a duplicate agenda item. Motion to delete this item made by Commissioner Rankins and seconded by Commissioner Anaya. Motion carries
- 8. Discussion and take action on the HFD-ESD contract for FY 21-22’:** (Item was moved) – Assistant Chief Ames presented the annual contract for Fire service between the Horizon Fire Department and the ESD. The Horizon Fire Department is looking to renew their contract that would be affective from 10-1-21 to 09-31-22. The changes to the contract from last year include the update of the payroll costs the deleting of the AD&S insurance and the change in the Administrators title. Chief Menendez spoke about the great job that the Horizon Fire Department has been doing a great job with keeping the equipment in good condition and responding to all the 911 calls and is recommending the renewal of the contract. Motion to

approve the contract as presented made by Commissioner Berumen and seconded by Commissioner Anya. Motion carries.

Executive Session: Commissioner retired into Executive session at 7:37pm

- 9. Discussion and take action on ESD building Land Purchase** – No action was taken in Executive session

Regular Session: Commissioner returned to Regular session at 8:07pm

- 10. Discussion and take action on ESD building Land Purchase:** Motion to approve the LOI as discussed in executive session made by Commissioner Anaya and seconded by Commissioner Rankins. Motion carries.

- 11. For the Good of the District:** None presented

- 12. Adjournment:** Motion to adjourn made by Commissioner Anaya. Meeting was adjourned at 8:09 P.M.

Submitted by: Katherine Ames, Fiscal Administrator

Reviewed by: Cheri Bridges, Administrative Assistant