

Minutes
Bastrop/Travis Counties ESD #1
June 23, 2020

The Bastrop/Travis Counties ESD No. 1 met on Zoom video conferencing app and at the ESD Office on June 23, 2020. Attending the meeting were Commissioners Tommy McCullough, Larry Foehner, Carl Newstrom, Julius Schwartz and Wayne Skubiata. A quorum was present at the meeting.

1. Pledge of Allegiance; The Pledge of Allegiance was led by President Tommy McCullough
2. Call meeting to order; The meeting was called to order by President Tommy McCullough at 6:30pm. Proper notice has been posted.
3. Public Comment; There was no public comments.
4. Discuss preliminary budget for the District's Office and the First Responder program for the 2020-2021 fiscal year and take any related action; and A preliminary budget from the District's Office and the First Responder program for fiscal year 2020-2021 was reviewed and discussed in detail by the ESD Board. After some discussion a motion was made by Commissioner Skubiata and seconded by Commissioner McCullough to approve the fiscal year 2020-2021 budget of \$266,300.00 for the First Responder program. Motion passed unanimously. After some discussion concerning the ESD budget a motion was made by Commissioner Schwartz and seconded by Commissioner McCullough to add a new budget line item for \$250,000.000 called New Building fund. Motion passed unanimously. Another motion was made by Commissioner Newstrom and seconded by Commissioner Skubiata to add a new budget line item for \$100,000.000 called New ESD Equipment fund. Motion passed unanimously. Finally, a motion was made by Commissioner Newstrom and seconded by Commissioner Skubiata to approve the fiscal year 2020-2021 budget of 725,000.00 for the ESD office. Motion passed unanimously. See attachments.
5. Discuss agenda, time and date for next meeting. No meeting was scheduled at this time.

A motion was made by Commissioner Newstrom and seconded by Commissioner Schwartz to adjourn the meeting at 7:33P.M. Motion passed unanimously.

President McCullough adjourned the meeting.



Carl Newstrom, Secretary
Board of Commissioners
Bastrop-Travis Counties ESD #1

| FR1 - 2020-2021 Budget Worksheet | | 2019-2020 Original Budget | 2019-2020 Amended Budget | 2019-2020 year to date expenses | 2020-2021 Projected Budget |
|----------------------------------|--------------------------------|------------------------------|-----------------------------|------------------------------------|-------------------------------|
| 400 Administration | | | | | |
| 400.10 Personnel Cost FICA | | 10,000.00 | 10,000.00 | 11,096.37 | 15,000.00 |
| 500 First Reponders - ESD | | | | | |
| 500.1 Medical Supplies | 500.11 Uniforms/Badges | 2,200.00 | 2,200.00 | 42.00 | 2,000.00 |
| | 500.12 Pers Protective Gear | 3,600.00 | 3,600.00 | 842.32 | 2,500.00 |
| | 500.13 Medical Supplies other | 10,000.00 | 10,000.00 | 5,440.81 | 8,000.00 |
| 500.2 Recertification Fees | | 650.00 | 650.00 | 451.00 | 500.00 |
| 500.3 Dues/Subscriptions | | 50.00 | 50.00 | 55.00 | - |
| 500.4 First Responders Training | | 2,100.00 | 2,100.00 | 129.00 | 2,000.00 |
| 500.5 Lab Work (personnel) | | 150.00 | 150.00 | 0.00 | 150.00 |
| 500.6 Rehab supplies | | 700.00 | 700.00 | 0.00 | 600.00 |
| 500.7 Computers/Software | | 600.00 | 600.00 | 0.00 | - |
| 500.8 Capital AWACS - page serv | | 1,000.00 | 1,000.00 | 598.34 | 1,000.00 |
| 500.9 Radio/Handheld sets | 500.92 FR1 Radios (new) | 5,000.00 | 5,000.00 | 0.00 | 5,000.00 |
| | 500.93 FR1 Batteries | 500.00 | 500.00 | 0.00 | 500.00 |
| | 500.94 FR1 Repairs | 500.00 | 500.00 | 0.00 | 300.00 |
| 500.10 EVFD 1st Responder reimb | 500.101 1st responder salaries | 150,000.00 | 150,000.00 | 131,496.15 | 160,500.00 |
| | 500.102 Employee Insurance | | | | |
| | 500.102A Health - BCBS | 21,000.00 | 21,000.00 | 8,643.15 | 21,000.00 |
| | 500.102D Employee Ins Other | 400.00 | 400.00 | 37.50 | 250.00 |
| | 500.105 PTO | 19,000.00 | 19,000.00 | 1,116.00 | 13,000.00 |
| | 500.106 Retirement (new) | | | | 6,000.00 |
| 500.11 1st responders - MISC | 500.11B Misc | 7,000.00 | 7,000.00 | 3,542.37 | 5,000.00 |
| | 500.11C Janitorial | 700.00 | 700.00 | 57.80 | 500.00 |
| | 500.11D Office Supplies | 700.00 | 700.00 | 1,021.15 | 900.00 |

| FR1 - 2020-2021 Budget Worksheet | | 2019-2020 Original Budget | 2019-2020 Amended Budget | 2019-2020 year to date expenses | 2020-2021 Projected Budget |
|----------------------------------|----------------------------|------------------------------|-----------------------------|------------------------------------|-------------------------------|
| 500.12 FR1 Vehicle | 500.121 Fuel | 4,000.00 | 4,000.00 | 2,041.14 | 4,000.00 |
| | 500.122 Maintenance | 1,800.00 | 1,800.00 | 2,404.46 | 3,000.00 |
| | 500.123 Other - tires, etc | 1,600.00 | 1,600.00 | 3,121.15 | 2,000.00 |
| 500.14 FR1 SFFMA dues | | 500.00 | 500.00 | 0.00 | 300.00 |
| 500.15 FR1 Vol reimb mileage | | 3,000.00 | 3,000.00 | 860.00 | 2,000.00 |
| 500.16 FR1 ESO Solutions | | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 |
| 500.17 BCFRA - Aide | | 7,500.00 | 7,500.00 | 0.00 | 7,500.00 |
| 1000 Utilities | | | | | |
| 1000.5 Telephone/Internet | 1000.54 FR1 phone | 1,500.00 | 1,500.00 | 1,189.08 | 1,800.00 |
| | | 256,750.00 | 256,750.00 | 174,184.79 | 266,300.00 |

| ESD 2020-2021 Budget Worksheet | | 2019-2020 Original Budget | 2019-2020 Amended Budget | 2019-2020 Year to Date Expenditures | 2020-2021 Proposed Budget |
|--------------------------------|---------------------------------|------------------------------|-----------------------------|--|---------------------------------|
| Tax Revenue | | | | | |
| Central Appraisal District | | | | | |
| | BCAD - Taxes | \$ 1,245,019.00 | | | \$ 1,383,044.00 |
| | TCAD - Taxes | \$ 204,662.00 | | | \$ 210,670.00 |
| | Total Tax Revenue | \$ 1,449,681.00 | | | \$ 1,593,714.00 |
| | Travis County ESD #13 | \$ 30,000.00 | | | \$ 30,000.00 |
| 400 Administration | | | | | |
| 400.1 Legal Fees | | | | | |
| | 400.13 - ESD | | | | |
| | 400.131 - Atty fees | 30,000.00 | 30,000.00 | 24,114.39 | 30,000.00 |
| | 400.132 - Election (every 2yrs) | 16,000.00 | 15,395.94 | 12,190.33 | 16,000.00 |
| | 400.133 Legal Notices | 1,000.00 | 1,604.06 | 1,604.06 | 1,000.00 |
| 400.2 Audit Services | | | | | |
| | 400.23 ESD - Audit | 6,400.00 | 6,500.00 | 6,500.00 | 6,500.00 |
| 400.3 Bookkeeping | | | | | |
| | 400.33 ESD | 500.00 | 400.00 | - | 400.00 |
| 400.4 Office General | | | | | |
| | 400.41 Software | | | | |
| | 400.413 ESD | 3,000.00 | 3,000.00 | 2,094.69 | 3,000.00 |
| | 400.42 Office supplies/equipmen | | | | |
| | 400.423 ESD | 4,500.00 | 4,500.00 | 3,730.39 | 4,500.00 |
| | 400.43 Postage & Shipping | | | | |
| | 400.433 ESD | 500.00 | 500.00 | 337.55 | 500.00 |

| | | 2019-2020 | 2019-2020 | 2019-2020 Year to | 2020-2021 |
|--|---|-----------------|----------------|-------------------|-----------------|
| | ESD 2020-2021 Budget Worksheet | Original Budget | Amended Budget | Date Expenditures | Proposed Budget |
| | 400.44 General Mntc & Repair | | | | |
| | 400.442 ESD Janitorial | 400.00 | 400.00 | 300.00 | 400.00 |
| | 400.441 ESD | 4,000.00 | 12,200.00 | 11,124.85 | 4,000.00 |
| | | | | | |
| | | | | | |
| | 400.5 Insurance | | | | |
| | 400.51 Vehicle Insurance | 25,000.00 | 21,553.00 | 16,074.00 | 21,000.00 |
| | 400.52 Worker's Comp Insurance | | | | |
| | 400.521 WorkerComp 1st Respond | 7,000.00 | 8,573.00 | 8,573.00 | 9,000.00 |
| | 400.522 Worker Comp other | 6,500.00 | 8,374.00 | 8,374.00 | 9,000.00 |
| | | | | | |
| | 400.53 Accident & Sickness Insu | 6,500.00 | 6,500.00 | 5,885.00 | 6,500.00 |
| | 400.54 Liability & Property Ins | 24,000.00 | 24,000.00 | 19,912.00 | 24,000.00 |
| | | | | | |
| | 400.8 Personnel Cost - Adm,etc | | | | |
| | 400.10 Personnel Cost FICA | 2,000.00 | 2,000.00 | 624.09 | 1,200.00 |
| | 400.83 Admn Asst | | | | |
| | 400.833 | 11,000.00 | 11,000.00 | 7,723.56 | 11,000.00 |
| | | | | | |
| | | | | | |
| | 400.15 Tax Services (ESD only) | | | | |
| | 400.151 Appraisal District | 15,000.00 | 15,000.00 | 15,711.69 | 16,000.00 |
| | 400.152 Tax Collection Service | | | | |
| | 400.1521 County collection fees | | | | |
| | 400.1521A McCreary -atty fees | 5,000.00 | 5,000.00 | 2,912.22 | 4,000.00 |
| | 400.1521B Bastrop Co Parcels | 28,000.00 | 28,000.00 | 27,972.78 | 30,000.00 |
| | | | | | |
| | | | | | |

| ESD 2020-2021 Budget Worksheet | | 2019-2020 Original Budget | 2019-2020 Amended Budget | 2019-2020 Year to Date Expenditures | 2020-2021 Proposed Budget |
|---------------------------------|--|------------------------------|-----------------------------|--|---------------------------------|
| 400.16 Dispatch fund (ESD only) | | | | | |
| 400.162 - 800 Radios user fees | | 41,000.00 | 41,000.00 | - | 35,000.00 |
| 400.18 Long Range Stratgic Plan | | | | | |
| 400.18A McGrath Consulting | | 31,473.00 | 31,473.00 | 31,322.50 | - |
| 600 Travel & Training | | | | | |
| 600.5 Travel/Training Expenses | | | | | |
| 600.53 ESD | | | | | |
| 600.531 SafeD Membership | | 1,200.00 | 1,200.00 | - | 1,200.00 |
| 600.532 Training | | 5,000.00 | 4,000.00 | 3,425.16 | 5,000.00 |
| 600.533 ESD Board Misc Expenses | | 3,000.00 | 4,000.00 | 3,451.50 | 4,500.00 |
| 700 Communications | | | | | |
| 700.6 Radio Tower/Conn (ESD) | | 2,000.00 | 2,000.00 | - | 1,000.00 |
| 1000 Utilities | | | | | |
| 1000.1 Water-Sewer | | | | | |
| 1000.13 ESD | | 1,200.00 | 1,200.00 | 648.00 | 1,000.00 |
| 1000.2 Electricity | | | | | |
| 1000.23 ESD | | 1,800.00 | 1,800.00 | 1,441.15 | 1,800.00 |
| 1000.5 Telephone/Internet | | | | | |
| 1000.53 ESD | | 2,000.00 | 2,000.00 | 1,375.06 | 2,000.00 |

