

MINUTES
REGULAR MEETING
ATASCOSA COUNTY EMERGENCY SERVICES DISTRICT NO. 1
September 17, 2024

The Board of Commissioners of Atascosa County Emergency Services District No. 1 conducted a Regular Meeting at 15078 Main Street, Lytle, TX 78052 on September 17, 2024 at 6:00 PM.

- 1) **Call the Atascosa County Emergency Services District 1 meeting to order and establish a quorum.**

Meeting was called to order at 6:02 pm and a quorum was established. Board members in attendance were Lee Redoux, Nikki Fuentes and Tommy Krisch. Jose Ramirez and Kenneth Steffens were absent.

- 2) **Invocation: Pledge of Allegiance to the American Flag.**

Pledge recited.

- 3) **Citizens to be heard: This item will be open for a maximum of 30 minutes with 3 minutes per speaker. (If there are more than 10 speakers, each will be given 2 minutes.)**

There was no one present for comment.

- 4) **Consent items:**

- a) **Approval of Minutes**

- **August 8, 2024 Special Meeting & August 22, 2024 Regular Meeting**

- b) **Review and Approval of Financials**

- i. **August 23, 2024 to September 17, 2024**

Commissioner Redoux moved to approve the consent agenda items.

Commissioner Krisch seconds. Motion passed.

- 5) **Chief's Report; including request for funds, if any; and Department and Operations report with action taken as necessary.**

Treasurer Garcia reported that in the month of August the Department responded to 8 calls within the District with a 3:36 minute response time and 6 calls outside the District with a 25 minute response time.

- 6) **Action items: Consider, discuss, and action as appropriate.**

- a) **Discussion, consideration and possible action regarding Amendments to the FY 2023-2024 Budget.**

Commissioner Krisch moved to approve the amendments as presented by General Manager Dear and attached hereinto.

Commissioner Redoux seconds. Motion passed.

- b) **Discussion, consideration and possible action regarding authorizing the General Manager to transfer monies into both the Capitol Expense and Reserve Accounts as approved in the Amended Budget.**

Commissioner Redoux moved to authorize the General manager to transfer the monies as authorized in the amended budget.

Commissioner Krisch Seconds. Motion passed.

7) Announcements / Informational Items

Legal advised the ESD that the Bexar County ESD Association is opening up memberships to ESDs outside of Bexar County

8) Adjourn

Commissioner Krisch moved to adjourn. Commissioner Redoux seconds. Motion passed. Meeting adjourned at 6:22 pm.



ATASCOSA COUNTY

ATASCOSA COUNTY EMERGENCY SERVICE DISTRICT #1

INCOME

	2023 - 2024 Budget		2023-2024 YTD		Amended
Ad Valorem - Current	\$	275,500.00	\$	283,389.18	\$ 283,389.00
Ad Valorem - Delinquent	\$	1,500.00	\$	4,722.59	\$ 4,722.00
Available from Prior Year	\$	59,028.30	\$	68,098.07	\$ 68,098.07
Interest Earned	\$	50.00	\$	200.59	\$ 200.00
Misc. Income	\$	-	\$	-	\$ -
TOTALS	\$	336,078.30	\$	356,410.43	\$ 356,409.07

EXPENSE

	2023 - 2024 Budget		2023-2024 YTD		Amended
Admin Fees					
Appraisal District	\$	5,800.00	\$	7,471.49	\$ 7,471.49
Tax Assessor - Collector	\$	3,100.00	\$	3,039.00	\$ 3,039.00
Election Expense	\$	10,000.00	\$	-	\$ -
Admin Fee - Total	\$	18,900.00	\$	10,510.49	\$ 10,510.49
Commissioner Expense					
Commissioner Stipend	\$	10,000.00	\$	-	\$ -
Commissioner Expense - Total	\$	10,000.00	\$	-	\$ -
Dues & Subscriptions					
Dues & Subscriptions	\$	1,000.00	\$	1,475.00	\$ 1,475.00
Dues & Subscriptions - Total	\$	1,000.00	\$	1,475.00	\$ 1,475.00
Publications					
Legal Notices	\$	1,000.00	\$	720.00	\$ 720.00
Publications - Total	\$	1,000.00	\$	720.00	\$ 720.00

Office Expense									
Supplies, Tools & Equip.	Postage & Delivery	\$	50.00	\$	70.00	\$	70.00		
	Office Furniture	\$	1,000.00	\$	-	\$	-		
	Office Supplies	\$	1,650.00	\$	1,567.54	\$	1,567.54		
	Office Expense - Total	\$	2,700.00	\$	1,637.54	\$	1,637.54		
Training, Travel & Hotel	Uniforms	\$	400.00	\$	-	\$	400.00		
	Tools & Equip.	\$	1,500.00	\$	-	\$	-		
	Supplies, Tools & Equip. - Other	\$	1,500.00	\$	-	\$	-		
	Supplies, Tools & Equip. - Total	\$	3,400.00	\$	-	\$	400.00		
Professional Fees	Training	\$	3,000.00	\$	1,180.00	\$	1,180.00		
	Travel & Mileage	\$	1,500.00	\$	-	\$	-		
	Lodging	\$	2,500.00	\$	1,776.50	\$	1,776.50		
	Meals & Per Diem	\$	1,000.00	\$	-	\$	-		
Service Provider Fees	Training FD	\$	20,000.00	\$	12,850.00	\$	12,850.00		
	Training, Travel & Hotel - Total	\$	28,000.00	\$	15,806.50	\$	15,806.50		
	Legal Fees	\$	5,000.00	\$	12,512.18	\$	14,000.00		
	Audit	\$	6,000.00	\$	6,100.00	\$	6,100.00		
Insurance	Consulting Services	\$	20,000.00	\$	13,842.91	\$	13,842.91		
	Professional Fees - Total	\$	31,000.00	\$	32,455.09	\$	33,942.91		
	Lytle VFD	\$	144,000.00	\$	144,000.00	\$	144,000.00		
	Service Provider Request	\$	12,000.00	\$	36,344.41	\$	36,345.00		
General Liability	Service Provider Fees - Total	\$	156,000.00	\$	180,344.41	\$	180,345.00		
	Insurance - Total	\$	1,545.00	\$	1,454.00	\$	1,454.00		
	Insurance - Total	\$	1,545.00	\$	1,454.00	\$	1,454.00		
	Insurance - Total	\$	1,545.00	\$	1,454.00	\$	1,454.00		

Payroll Expense					
Salaries	\$	16,500.00	\$	15,154.20	\$ 16,500.00
Payroll Tax Expense	\$	1,400.00	\$	1,243.72	\$ 1,500.00
Payroll Service Fee	\$	50.00	\$	83.64	\$ 95.00
Payroll Processing Fees	\$	1,600.00	\$	1,250.00	\$ 1,350.00
Unemployment Tax	\$	100.00	\$	108.75	\$ 125.00
Payroll Expense - Total	\$	19,650.00	\$	17,840.31	\$ 19,570.00
Capital Expense	\$	42,883.30	\$	-	\$ 25,000.00
Reserve Account	\$	20,000.00	\$	-	\$ 20,000.00
EXPENSE - TOTALS	\$	336,078.30	\$	262,243.34	\$ 310,861.44

Approval Date: 9/17/2024 Balance Forward to 2024-2025 \$ 45,547.63

President

Treasurer