

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3
MINUTES FROM July 9, 2024

Present: Commissioners: David Wallace, Jon Leigh, Ryan Hamilton, and Billy Bourland
Absent: Chuck Carpenter
Fire Departments: ASVFD, CMVFD, EVFD and TVFD

1. **Call meeting to order.** David Wallace declared a quorum was present and called the meeting to order at 7:00 p.m.
2. **Public comment on items not on the Agenda.** David Wallace read the statement about public comment on items not on the agenda. No public comment was presented.
3. **Public comment on Agenda items.** David Wallace read the statement about public comments on agenda items. No public comment was presented.

Administrative

4. **Review and consider approval of June 11, 2024 meeting minutes.** BR Bourland moved to approve the minutes from the meeting on June 11, 2024. Jon Leigh seconded the motion. The motion passed unanimously.

Reports

5. **Receive monthly report from the Treasurer and consider:**
 - (a) **Approval of reimbursements;** There were no reimbursements.
 - (b) **Approval of payment of monthly bills, invoices and contract payments;** BR Bourland moved to approve payments of bills and invoices. The bills included U.S. Post Office \$182.00 (annual PO Box Rental) Safe-D \$1,100.00 (annual membership) and Kristie Jones \$1,000.00 for July clerical duties. Ryan Hamilton seconded the motion. The motion passed unanimously.
 - (c) **Approval of monthly financial report;** A financial report was given stating the TBT operating account with a balance of \$2,500.49 and the TBT tax account with a balance of \$1,129,855.84. The current total for both accounts is \$1,132,356.33. The tax account earned \$3,286.53 interest this month and has earned \$29,292.87 YTD. The Commissioners were provided with copies of the bank statements. Kristie Jones provided a breakdown of the current budget and the amounts paid year to date for each item. The Pledge Security Listings from Texas Bank and Trust for June were provided to the Commissioners. Billy Bourland moved to approve the financial report. Jon Leigh seconded the motion. The motion passed unanimously.
 - (d) **Review and approve quarterly investment report for 2nd quarter;** The ESD earned \$12,354.79 for the 2nd quarter in 2024. BR Bourland moved to approve the quarterly investment report for the 2nd quarter. Ryan Hamilton seconded the motion. The motion passed unanimously.
6. **Receive monthly report from Ables Springs Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** Ables Springs VFD reported 38 calls for the month of June. There were no missed calls. The calls included 1 Building Fire, 2 Grass Fires, 1 Outside Equipment Fire, 19 EMS Calls, 3 Motor Vehicle Accidents, 7 Person in Distress, 1 Water problem, 1 Assist Police, 1 Public Service, 1 Dispatched and Cancelled, and 1 Unintentional Alarm. Average response time was 5:21 minutes. Average number of personnel per incident was 5. The turn-out time for the month was an average of 2:04 minutes. The VFD received mutual aid 1 time and provide mutual aid 3 times. Training for June included 6 hours of Fire Training. They have 2 firefighters that passed the EMT National Registry Test and 1 who graduated from Fire School and is now attending Careflite EMT school.

7. **Receive monthly report from College Mound Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** College Mound VFD responded to 54 calls during June. 24 of the 54 calls were in ESD 1 and 30 calls occurred in ESD 3. The calls in ESD 3 consisted of 1 Building Fire, 1 Passenger Vehicle Fire, 1 Road Freight Fire, 1 Grass Fire, 10 Medical Assist, 4 EMS calls, 2 Motor Vehicle Accidents, 1 Swift Water Rescue, 1 Public Service, 1 Dispatched and cancelled, 1 No Incident Found, 2 Authorized Controlled Burning, 3 Smoke Detector, and 1 Citizen Complaint. Average number of personnel per incident was 2.3. Average response time in ESD 3 area was 10:36 minutes. Average turn-out time was 3:59. Training included Brush Fire training. They currently have 25 firefighters and 3 support service members. They have 1 EMT that recently passed their National Registry Test. A citizen purchased a \$15,900 drone for College Mound. It is now in service. Firefighters must have a licence to operate the drone.

8. **Receive monthly report from Elmo Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** Elmo VFD reported 87 calls for the month of June. The calls consisted of 2 Building Fires, 1 Trash Fire, 2 Passenger Vehicle Fires, 1 Road Freight Fire, 4 Grass Fires, 13 Medical Assists, 15 EMS calls, 25 Motor Vehicle Accidents, 1 Power line Down, 3 Public Service Assistance, 1 Assist Police, 2 Public Service, 1 Assist Invalid, 1 Good Intent, 8 Dispatched and Cancelled, 3 No Incident Found, 1 Steam, 1 Alarm, and 1 Flood Assessment. They had no missed calls, provided mutual aid 3 times, and requested mutual aid 5 times. Average response time was 9:17 minutes. Average turn-out time was 3:34 minutes. Average number of personnel per incident was 3. June training consisted of EMS training, EMS Bags, Swift Water, and Call Review. Currently, they have 27 members. They have one firefighter who completed EMT school but will need to re-take their National Registry.

9. **Receive monthly report from Terrell Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** During June, TVFD responded to 81 calls. 75 of the 81 were in ESD 3 and 6 in the City of Terrell. The 75 calls consisted of 1 Building Fire, 1 Passenger Vehicle Fire, 1 Off-road Vehicle Fire, 1 Brush Fire, 2 Grass Fires, 35 EMS calls, 13 Motor Vehicle Accidents, 2 Water Rescue, 1 Gas Leak, 1 Power Line Down, 3 Arcing, 2 Person in Distress, 1 Smoke Removal, 1 Police Matter, 1 Public Service, 3 Assist Invalid, 1 Good Intent, 2 Dispatched and cancelled, and 2 No Incident Found, and 1 Alarm System. They had no missed calls. Average turn-out time was 2:05. Average response time was 10:37 and average number of personnel was 4.1. They responded to mutual aid 7 times and did not request mutual aid. They have 23 firefighting members. Training included station and scenario based training on new battery-powered hydraulic extrication tools recently placed in service on Engine 1. Total time spent on calls was 57:46:36 (H:M:S).

David Wallace asked Terry Van Sickle about the call that was misdirected to TVFD when it should have gone to ASVFD. Terry confirmed that the TVFD should have told dispatch this was in Ables Springs coverage area and his firefighters would do so in the future. David told about the conversation he had with the Lieutenant in charge of dispatch after she received the letter of clarification about coverage areas.

David explained to the ESD Board that he and Chuck Carpenter visited the TVFD Board meeting on June 3, 2024. At that time they requested the TVFD Board submit the minutes from their meetings to the ESD within 5 business days of each meeting. The ESD has not received any minutes. Therefore, a certified letter needs to be sent to inform TVFD they are in breach of contract because they have not complied with the request. Jon Leigh moved to have the ESD send a certified letter to TVFD. BR Bourland seconded the motion. The motion passed unanimously.

Terry Van Sickle said he did not remember the request but would send the minutes. David said notification needs to be emailed if the TVFD Board does not meet or changes the meeting date.

Discussion/Action Items

10. **Discuss information received from Carlton Law Firm and the Texas Comptroller Office about next steps to receive sale tax, take action if necessary;** The Carlton Law Firm sent the ESD confirmation that the Texas Comptroller Office has been notified of our sales tax election. The Comptroller's Office emailed a list of businesses in Poetry that the ESD will receive ½% sales tax and a 58 page excel spreadsheet for the businesses where the ESD

will receive 2% sales tax. These businesses and businesses that provide utility, cable, and waste disposal services need to be confirmed by July 17, 2024.

David reported Chuck Carpenter contacted ESD 6 about how they confirmed the businesses in their district. ESD 6 had 2 ladies that spent 8-10 hours a day for 10 days completing the confirmation. Therefore, David forwarded the email from the Texas Comptroller to Jake Hug and asked if the confirmation could be handled by GIS Our Data. He told David this is what GIS Our Data does. At the June meeting, Jake Hug, explained the initial cost to verify and map the physical businesses would be \$15,000 plus \$1,000 per month for monitoring. This would be a 1 year contract. BR Bourland moved to have David sign an engagement letter with GIS Our Data to complete the confirmation. Ryan Hamilton seconded the motion. The motion passed unanimously.

David will contact Jake about the 1 year contract and also ask about clarification on the cost to monitor online sales.

11. **Discuss and consider the tax and budget planning calendar for 2024, set dates for special meetings, and take any related action;** The Appraisal District's certified values should be emailed on July 25, 2024. After the ESD receives this, the Carlton Law Firm will calculate the no-new-revenue, voter-approval, and de minimis rate. Therefore, according to the tax planning calendar the ESD will need to meet on Tuesday, August 6 to propose the tax rate and confirm public meeting notice for the newspaper. This will allow the notice to be in the August 17 edition of the Terrell Tribune. The earliest the public hearing and adoption of the tax rate can be held will be Thursday, August 22, 2024. BR Bourland moved to set the dates for the special meetings on August 6 and August 22 at 7 PM. Ryan Hamilton seconded the motion. The motion passed unanimously.

12. **Report on potential purchase of a Rescue Boat;** Brandon Porter was not in attendance and he did not leave any information. This item will remain on the agenda.

13. **Discuss agenda items, time and date for next meeting.** The agenda for Tuesday, August 6 will include discussion of ESD 2024-25 budget and establishing proposed tax rate. The regular August 13 meeting will include information from GIS Our Data and the sales tax and the potential purchase of a rescue boat. The Thursday, August 22 meeting will be a public hearing on 2024 tax rate, adoption of 2024-25 ESD Budget, and record vote on the District's 2024 tax rate.

14. **Adjournment.** Ryan Hamilton moved to adjourn at 7:35 PM. Jon Leigh seconded the motion. The motion passed unanimously.

By: Kristie Jones

Kristie Jones, Clerk

Kaufman County Emergency Service Dist. #3