

SOUTHWEST LEON COUNTY ESD #2
BOARD OF COMMISSIONERS MEETING: December 15, 2020
MINUTES

1. Ruth Hime called the meeting to order at 6:06 P.M.
2. Janey Shannon led the Board in prayer.
3. Ruth Hime led the Board in the pledges of allegiance.
4. Commissioners in attendance: President Ruth Hime, Vice President Hank Dembosky, Secretary Janice Hall, Caryn Thompson and Janey Shannon. Guests in attendance: Traci Ratliff-Smith, Denis Smith, Ron Ryder and Linda Ryder.

REPORTS

5. Caryn Thompson presented the Treasurer's Report.
 - a. Bills/Checks to be approved: 4 checks were approved - HTL VFD contract payment, Breedlove CPAs for audit, Leon County Appraisal District services rendered and Caryn Thompson for QuickBooks subscription plan. Janey Shannon moved and the Board unanimously approved payment of invoices.
 - b. Three checks were received from Leon County for property tax assessments and one check from Garland Power and Light for \$12,437.61, in lieu of property taxes. Caryn Thompson noted that collections in Dec were half of what they were same time last year.
 - c. The Board reviewed the 12/15/2020 Financial Statements (Balance Sheet, P&L - filed with these minutes). Hank Dembosky moved and the Board unanimously voted to accept the ESD Treasurer's financial reports for filing.
6. The Board then reviewed the November VFD and November Financials from HTLVFD, presented by Traci Smith. EMS Activity Report was presented by Dennis Smith. EMS monthly performance measures as follows, noted in the activity report (attached to these minutes) were:
 - EMS Responses: 22
 - Transports: 9
 - Avg. Response Time: 06:46 min.
 - Avg. Out-of-Chute Time 02:08 min.

PPP Loan forgiveness occurred with \$10K to be repaid. The golf tournament raised \$8.800 and the 26K loan for the engine has been paid off. As VFD financials presented were not the final version (had not been approved by the Fire Dept board

yet), no vote was taken to accept the financials. Traci will provide the final version which will be reviewed and accepted at the January 19, 2021 meeting.

No one was present to provide the November VFD activity reports. Ruth will follow up with Fire Chief Gary Hall to confirm he understands VFD reporting is a required component of the ESD contract with HTLVFD. Upon presentation and review of the November EMS Operations Report, Hank Dembosky moved and the Board unanimously accepted the EMS Operations Reports.

7. Committee Reports & Actions:

- a. Long Range Planning: Did not meet in November. No meeting is scheduled for December at this time. Hank Dembosky provided a report on attending a county meeting (12/07/2020) related to the upcoming Pecan Prairie Solar Project. His notes from the meeting are attached to these minutes. The project is scheduled for two phases; the first of which will begin in April, 2021. Revenues to the ESD will arrive after the project comes on line.
- b. Audit Engagement: Natalie Ridley of Breedlove & Co., P.C., was present via conference call and provided a summary of the completed audit report. ESD # 2 received a clean audit opinion for the fiscal year ended 9/30/2020. The Financial Statements, as presented, are free from material misstatement and error. Janice Hall made the motion to accept the audit report as provided. The board unanimously accepted the audit report. Ridley will provide 8 bound copies of the audit along with a pdf. Ruth Hime will file a copy of the audit to attach to ESD # 2's website.

DISCUSSION/ACTION ITEMS

8. The minutes of the November 17, 2020 meeting were reviewed. Hank Dembosky moved the November 17, 2020 minutes be accepted and the Board unanimously approved the motion.
9. The board reviewed and considered submission of the required annual report to the Texas Division of Emergency Management. Janice Hall will complete and file the report prior to its 12/31/2020 due date.
10. Appointments to the 2021 Board of Commissioners. Janey Shannon, Caryn Thompson and Ruth Hime are seeking reappointment for the board. Ruth will invite Judge Ryder to come to the January 2021 meeting to swear in these commissioners.
11. Industry News, Training and Other Communications. SAFE-D has cancelled the February 2021 conference. They may provide a 'mini-conference' in September 2021. The 2022 conference is scheduled to take place in Round Rock, Tx.
12. The next meeting was set for Tuesday, January 19, 2021, 6 PM at the Fire Station.

13. Adjournment: Caryn Thompson moved and the Board unanimously approved the motion to adjourn at 7:05 PM.

Respectfully submitted,
Janice Hall, Board Secretary