

BRAZOS COUNTY EMERGENCY SERVICES DISTRICT NO.2

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**Meeting Minutes
August 3rd, 2023**

Location: Kurten Church

- 1. Call meeting to order.** The meeting was called to order at 7.00 P.M. by Dan Wilkerson.

Attendance:

Elected Officers:

Dan Wilkerson – President
Joe Matejka – Assistant Treasurer
Larry West – Secretary
Michael Hering – Vice President

- 2. Public comment on items not on the agenda.**
Speakers: Billie Boyd, 2142 FM 2776 Bryan, TX 77808.
- 3. Public comment on agenda items.** No comments.
- 4. Discuss and consider taking action regarding amendments to the 2022-23 budget.** Mr. Hering presented a brief overview of the amended budget and tax revenues for the year based on his pro-forma. The primary changes were in an increase in projected revenues, increase in debt service with a prepayment made for debt, new salaries for the Duty Crews, and a reduction in the VFD budget since the Duty Crews are moving to the ESD expenses for the remainder of the year. Mr. Hering then made a motion to accept the amended 2022-2023 budget as presented. Mr. Matejka seconded the motion. Motion passed 4-0.
- 5. Consider taking action regarding the 2023-2024 budget.** A brief discussion was had regarding the presented 2023-2024 budget. Mr. Hering had made a lengthy and complete presentation at the July 10th meeting of the current 5 year pro forma and the projections for Fiscal Year 2023-2024. Mr. Hering made a motion that the Board approve the 2023-2024 budget as presented. Mr. West seconded the motion. Motion passed 4-0.

6. Discuss and consider taking action regarding the 2023 tax rate, including:

a) establishing proposed tax rate and taking record vote. Mr. Wilkerson gave a brief outline of the steps that will be followed in order to establish and pass the 2023 tax rate. The board will meet on August 17th after the required posting of the tax rate, and will have a roll call vote.

Mr. Hering made a motion that the established tax rate be \$0.020990. Mr. West seconded the motion. The motion passed 4-0.

(b) authorizing publication of “Small Taxing Unit Notice” in *The Bryan College Station Eagle*. Mr. Hering made a motion to authorize the required publication of “small taxing unit notice” in the Bryan College Station Eagle and on the District's website. Mr. Matejka seconded the motion. The motion passed 4-0.

(c) acknowledging and approving posting of “Small Taxing Unit Notice” to home page of District website. Addressed in item 6(b).

7. Discuss and consider approval of a contract with RIT management group to manage the human resources for the Brazos County ESD 2 duty crew personnel. RaChele Hazel gave a brief overview of RIT’s history and the service they provide in offering a complete human resource department for the ESD. Mr. West made a motion that the Board approve the contract with the RIT management group to manage the human resources for the Brazos County ESD 2 duty crew personnel. Mr. Matejka seconded the motion. Motion passed 4-0.

8. Discuss and consider agreement for providing emergency services. The Board entered Executive Session at 7:19 p.m. for consultation with its attorney. The Board returned from Executive Session at 7:31 p.m. No action was taken during Executive Session.

Mr. Hering made a motion to deliver a copy of the agreement in e-mail form to the president of the Volunteer Fire Department Executive Committee for review and distribution to the VFD Executive Committee. Mr. West seconded the motion. Motion passed 4-0.

9. Discuss the date of the next meeting. The next meeting will be August 17th, 2023, at 7:00 p.m. at Kurten Church.

10. Adjourn. Mr. Matejka made a motion that the meeting be adjourned. Mr. West seconded. Motion passed 4-0.

Mr. Wilkerson adjourned the meeting at 7:47 p.m.

Larry West, Secretary