

TRAVIS COUNTY ESD #3 BOARD MEETING

TABLE OF CONTENTS

June 22, 2020

1. Agenda	page 1
2. Minutes from May 18, 2020	pages 2 - 3
3. Treasurer's Report	pages 4 - 14
4. Payments over \$2,000	page 15
5. Sales Tax Statistics	pages 16 - 26
6. Draft FY21 Budget Summary, Forecast, and Reserves	Pages 27 - 30
7. Chief's Monthly Status Report	pages 31 - 32

NOTICE IS HEREBY GIVEN that the Board of Emergency Services Commissioners of Travis County Emergency Services District No. 3 (TCESD3) will hold a regular meeting at 7:00 p.m. on Monday, June 22, 2020. On March 16, 2020, in accordance with Texas Government Code § 418.016, Governor Abbott suspended various provisions of the Open Meetings Act that require government officials and members of the public to be physically present at a specified meeting location due to the COVID-19 virus. Pursuant to that suspension, members of the public will not be allowed to attend this regular meeting in person.

The **public** may view this regular meeting while in progress online at the following web address:

<https://us04web.zoom.us/j/74493256393?pwd=d2NWNlpXUmhHaktpZ1JLSiV6TXE5UT09>

An electronic copy of the agenda and its published contents can be found at:

http://www.oakhillfire.org/?page_id=278

Please note that members of the **public** who wish to communicate to the Commissioners during the “Public Comments” item (#3) on the agenda may do so by selecting the “Raise Hand” icon on their screen and standby for acknowledgement.

The subject of and matters to be considered at said meeting include, among other business, the following:

1. Call to order.
2. Proof of quorum.
3. **Comments from the Public:** Receive comments from visitors and a response once acknowledged.
4. Review and approve the minutes of the May 18, 2020 regular meeting of the District.
5. Review and approval of the Treasurers' monthly report for May 2020.
6. Approve payments over \$2,000 from May 15th until June 18, 2020.
7. Review Sales Tax Statistics
8. Review DRAFT of 2020-21 TCESD3 Budget – no action to be taken.
9. Review of Chief's Monthly Status Reports
 1. Significant incident runs;
 2. Statistics;
 3. Special Project Updates
10. Other Business:
 1. Report on any ESDCC activities. Announcement of the next ESDCC meeting dates.
 2. Commissioner Announcements (no action will be taken on any such announcements).
11. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
12. Adjourn.

By: _____ Herb Holloway, Business Manager

NOTE: The Board of Emergency Services Commissioners reserves the right to adjourn into Closed Meeting at any time during the course of this meeting to discuss any of the agenda items listed above as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), and 551.076 (Deliberations about Security Devices) or other applicable law. Each person, organization or group wishing to address the Board will be allowed a maximum of three (3) minutes to speak on items on the agenda or other business of the District. The speaker will give his/her name, address, organizational affiliation, if any, and indicate the subject he/she intends to address. The Board welcomes citizen comment on any issue, but the Open Meetings Act prohibits any board action on issues not posted on the agenda. The District reserves the right to terminate any presentation by a speaker if it is disruptive of the good conduct of the meeting, or is in violation of law.

The undersigned affirms and states that he posted or caused to be posted a true and correct copy of the foregoing notice at a place convenient to the public at the Travis County ESD3 Administrative Office, 4111 Barton Creek Boulevard, Travis County, Texas, a location within said Travis County Emergency Services District Number 3 at _____ .M. on June 19, 2020.

By: _____ Herb Holloway, Business Manager

Minutes of Travis County Emergency Services District #3

May 18, 2020

Attached to and incorporated into these minutes is a copy of the official agenda for the May 18, 2020 meeting. The meeting was held electronically via a ZOOM connection and not in person, due to the COVID pandemic.

Under Agenda Items 1 & 2: Commissioner President Edd New called the Travis County Emergency Services District #3 (TCESD# 3, the District) Board of Commissioners' regular meeting to order at 7:00 p.m. via a ZOOM connection. A quorum was established with Commissioners Carroll Knight, David Detwiler, John Villanacci and Matt Escobedo present.

Fire department personnel present at the meeting included: Chief Wittig, Business Manager Holloway and Battalion Chief Hartigan.

Under Agenda Item 3: There were no Visitors comments.

Under Agenda Item 4: Commissioner Villanacci moved to approve the April 27, 2020 regular meeting minutes. Commissioner Escobedo seconded the motion, which carried unanimously.

Under Agenda Item 5: The April Treasurers monthly reports were reviewed. Commissioner Knight moved to approve. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 6: Checks and distributions over \$2,000 were reviewed for the period of April 23rd to May 15, 2020. Commissioner Villanacci moved to approve. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 7: The Commissioners reviewed the Sales Tax Status Report for April.

Under Agenda Item 8: Chief Wittig presented the Monthly Status Report for April.

Under Agenda Items 9 and 10: There are no meetings scheduled for the ESDCC in the near future due to the COVID Pandemic. It was announced that the next REGULAR Board meetings of TCESD#3 would be held, June 22nd, July 27, August 24th and September 28th 2020 at Station 302.

Under Agenda Item 11: There being no further business, the meeting was adjourned at 8:31 p.m.

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By: _____ Herb Holloway, Business Manager

Travis County ESD#3
Balance Sheet Prev Year Comparison
As of May 31, 2020

	<u>May 31, 20</u>	<u>May 31, 19</u>
ASSETS		
Current Assets		
Checking/Savings		
110 - WF ADVISORS - Cash Sweep	57,025.43	761,380.99
100 WF Money Market 8960	4,109,194.78	2,635,217.56
102 WF Checking Plus 8760	42,119.13	41,758.61
103 WF RESERVE Savings 7928	792,675.70	792,465.51
104 WF General CDs	1,715,007.00	980,000.00
105 WF RESERVE CDs	490,000.00	490,000.00
107 WF 2005 & 2013 Bond Debt	338,516.68	337,436.33
108 TexPool Investment 001	2,910,413.70	2,864,086.45
109 TexPool RESERVE 002	600,689.18	591,127.54
115 Petty Cash	145.00	145.00
Total Checking/Savings	<u>11,055,786.60</u>	<u>9,493,617.99</u>
Accounts Receivable		
125 Accounts Receivable	7,577.67	7,380.87
Total Accounts Receivable	<u>7,577.67</u>	<u>7,380.87</u>
Other Current Assets		
Due from Gen. Fund to Debt Serv	2,972.00	2,972.00
123 - Sales Tax Receivable	643,536.43	0.00
1021 Texas Compt. Reserve Acct	6,127.83	6,703.36
120 A/R Property Taxes 1yr +	49,494.69	46,956.11
121 Allowance for Doubtful A/Cs	-9,923.00	-9,923.00
131 - Prepaid Expenses	131,884.14	0.00
Total Other Current Assets	<u>824,092.09</u>	<u>46,708.47</u>
Total Current Assets	11,887,456.36	9,547,707.33
Fixed Assets		
Land and Land Improvements	1,350,661.00	1,350,661.00
Fire Trucks and Vehicles	2,874,056.93	2,874,056.93
Office and Other Equipment	478,420.24	478,420.24
Buildings	6,087,879.56	5,855,747.81
Accumulated Depreciation	-4,315,342.53	-3,932,139.72
Total Fixed Assets	<u>6,475,675.20</u>	<u>6,626,746.26</u>
TOTAL ASSETS	<u><u>18,363,131.56</u></u>	<u><u>16,174,453.59</u></u>

Travis County ESD#3
Balance Sheet Prev Year Comparison
As of May 31, 2020

	May 31, 20	May 31, 19
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Accounts Payable - Audit	52,185.50	0.00
Due to Debt Serv. from Gen. Fun	2,972.00	2,972.00
200 Deferred Revenue - Prop Tax	39,572.03	37,033.45
260 Accrued salaries payable	108,569.79	0.00
Total Other Current Liabilities	203,299.32	40,005.45
Total Current Liabilities	203,299.32	40,005.45
Long Term Liabilities		
Accrued Vacation Payable	282,529.00	271,872.00
2013 Limited Bonds	1,435,000.00	1,735,000.00
Total Long Term Liabilities	1,717,529.00	2,006,872.00
Total Liabilities	1,920,828.32	2,046,877.45
Equity		
Investment in Fixed Assets	5,142,721.41	4,621,246.66
Fund Balance - Debt Serv. Fund	10,218.00	10,218.00
Fund Balance - Unassigned	5,627,451.78	5,627,451.78
Fund Balance - Assigned	3,520,335.49	1,301,842.18
Net Revenue	2,141,576.56	2,566,817.52
Total Equity	16,442,303.24	14,127,576.14
TOTAL LIABILITIES & EQUITY	18,363,131.56	16,174,453.59

Travis County ESD#3
Revenue & Expense Prev Year Comparison
 May 2020

	May 20	May 19	\$ Change
Revenue and Expense			
Revenue			
407 INTEREST	1,235.89	10,374.92	-9,139.03
410 PROPERTY TAX	14,508.39	9,273.58	5,234.81
415 SALES TAX ALLOCATION	279,656.44	309,020.27	-29,363.83
435 FACILITY RENTAL	0.00	200.00	-200.00
470 FIRE ACADEMY FEES	0.00	-118.03	118.03
471 EMT SCHOOL FEES	0.00	-7,265.78	7,265.78
493 REIMBURSEMENTS	1,426.43	0.00	1,426.43
Total Revenue	296,827.15	321,484.96	-24,657.81
Expense			
500 COST OF REVENUE ACQUISITION	6,593.13	7,180.41	-587.28
600 EMERGENCY RESPONSE	29,291.43	11,038.88	18,252.55
630 CONTINUED EDUCATION	271.86	11,206.92	-10,935.06
640 HUMAN RESOURCES	288,958.00	282,032.05	6,925.95
650 ADMINISTRATION	13,330.88	15,980.69	-2,649.81
670 PREVENTION/PUBLIC EDUCATION	0.00	4,630.98	-4,630.98
685 MACKEY FIELD	1,353.20	172,830.00	-171,476.80
Total Expense	339,798.50	504,899.93	-165,101.43
Net Revenue	-42,971.35	-183,414.97	140,443.62

Travis County ESD#3
Revenue & Expense Prev Year Comparison
 October 2019 through May 2020

	Oct '19 - May 20	Oct '18 - May 19	\$ Change
Revenue and Expense			
Revenue			
407 INTEREST	42,793.36	84,988.60	-42,195.24
410 PROPERTY TAX	2,756,535.67	3,172,360.70	-415,825.03
415 SALES TAX ALLOCATION	2,533,445.46	2,212,979.62	320,465.84
435 FACILITY RENTAL	34,464.75	34,142.00	322.75
450 BILLING	1,166.87	85.09	1,081.78
470 FIRE ACADEMY FEES	61,041.94	56,337.44	4,704.50
471 EMT SCHOOL FEES	9,705.66	3,454.60	6,251.06
480 DONATIONS	3,040.00	3,851.89	-811.89
485 MISCELLANEOUS	0.00	1,131.85	-1,131.85
487 VENDING MACHINES	0.00	828.00	-828.00
490 WORKERS' COMP RECEIPTS	11,284.66	4,026.18	7,258.48
493 REIMBURSEMENTS	5,071.68	109,929.45	-104,857.77
COST RECOVERY	0.00	880.87	-880.87
Total Revenue	5,458,550.05	5,684,996.29	-226,446.24
Expense			
500 COST OF REVENUE ACQUISITION	64,729.00	68,950.37	-4,221.37
600 EMERGENCY RESPONSE	330,984.12	194,593.80	136,390.32
630 CONTINUED EDUCATION	64,567.27	66,557.49	-1,990.22
640 HUMAN RESOURCES	2,663,544.16	2,449,410.79	214,133.37
650 ADMINISTRATION	173,055.13	134,719.87	38,335.26
670 PREVENTION/PUBLIC EDUCATION	10,910.61	15,857.45	-4,946.84
685 MACKEY FIELD	9,183.20	188,089.00	-178,905.80
Total Expense	3,316,973.49	3,118,178.77	198,794.72
Net Revenue	2,141,576.56	2,566,817.52	-425,240.96

Rev-Exp Budget for the YEAR vs. Actual

October 2019 through May 2020

	Oct '19 - May 20	Budget	\$ Over Budget
Revenue and Expense			
Revenue			
407 INTEREST	42,793	61,328	-18,535
410 PROPERTY TAX	2,756,536	2,770,300	-13,764
415 SALES TAX ALLOCATION	2,533,445	2,018,488	514,957
435 FACILITY RENTAL	34,465	32,824	1,641
450 BILLING	1,167	0	1,167
470 FIRE ACADEMY FEES	61,042	49,800	11,242
471 EMT SCHOOL FEES	9,706	11,675	-1,969
480 DONATIONS	3,040	3,500	-460
485 MISCELLANEOUS	0	0	0
487 VENDING MACHINES	0	828	-828
490 WORKERS' COMP RECEIPTS	11,285	0	11,285
493 REIMBURSEMENTS	5,072	0	5,072
Total Revenue	5,458,551	4,948,743	509,808
Expense			
500 COST OF REVENUE ACQUISITION	64,729	59,838	4,891
600 EMERGENCY RESPONSE	330,984	456,056	-125,072
630 CONTINUED EDUCATION	64,567	193,624	-129,057
640 HUMAN RESOURCES	2,663,544	2,781,336	-117,792
650 ADMINISTRATION	173,055	352,266	-179,211
670 PREVENTION/PUBLIC EDUCATION	10,911	12,250	-1,339
685 MACKEY FIELD	9,183	0	9,183
Total Expense	3,316,973	3,855,370	-538,397
Net Revenue	2,141,578	1,093,373	1,048,205

TCESD # 3 Certificate of Deposit Details

RESERVE SAVINGS CD's

#			Bought		Mature
L5A7	\$245,000.00	1.90%	8/24/17	3 yr	8/24/20
RHKO	\$245,000.00	1.90%	8/23/17	3yr	8/24/20

\$490,000.00

Yearly Return

\$9,310

L5A7	Ally Bank
RHKO	Capital One National

GENERAL SAVINGS CD's

#			Bought		Mature
MPK3	\$245,007.00	1.65%	2/5/20	2yr	2/7/22
AUM4	\$245,000.00	1.60%	2/7/20	1.5yr	8/9/21
MH64	\$245,000.00	1.65%	2/12/20	1yr	2/11/21
RNB6	\$245,000.00	1.55%	2/12/20	1yr	2/11/21
EAG8	\$245,000.00	1.70%	2/13/20	1yr	2/12/21
SKA8	\$245,000.00	1.60%	2/14/20	1.25yr	5/14/21
9MT3	\$245,000.00	0.75%	3/12/20	6 month	9/18/20

\$1,715,007.00

Yearly Return

\$25,726

MPK3	Goldman Sachs
AUM4	BMW Bank
MH64	Mizuho Bank
RNB6	TCF Bank
EAG8	Morgan Stanley
SKA8	Pinnacle Bank
9MT3	Bank United

Total Debt Repayment Schedule

Date	Firetrucks and Tower			Series 2003			Series 2005			Series 2013			TOTAL			YEARLY
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Total
3/1/2013				\$ -	\$ 3,011	\$ 3,011	\$ -	\$ 4,100	\$ 4,100	\$ -	\$ 9,960	\$ 9,960	\$ -	\$ 17,072	\$ 17,072	
3/2/2013	75,858	15,124	90,983											15,124	90,983	
7/17/2013	24,672	15,244	39,917											15,244	39,917	
9/1/2013				165,000	3,011	168,011	65,000	4,100	69,100	88,975	38,975	88,975	280,000	46,086	326,086	\$ 474,058
3/1/2014								2,800	2,800	38,475	38,475			41,275	41,275	
7/17/2014	25,477	14,440	39,917										25,477	14,440	39,917	
3/2/2014	79,385	11,597	90,983				70,000	2,800	72,800	38,475	38,475	233,475	265,000	41,275	306,275	478,450
9/1/2014								1,400	1,400	36,525	36,525			37,925	37,925	
3/1/2015																
3/2/2015	83,077	7,905	90,983										83,077	7,905	90,983	
7/17/2015	26,307	13,610	39,917										26,307	13,610	39,917	
9/1/2015							70,000	1,400	71,400	36,525	36,525	236,525	270,000	37,925	307,925	476,750
3/1/2016										34,525	34,525			34,525	34,525	
3/2/2016	86,940	4,042	90,983										86,940	4,042	90,983	
6/1/2016	391,799	11,353	403,152										391,799	11,353	403,152	
9/1/2016							280,000	34,525	314,525	34,525	34,525	314,525	280,000	34,525	314,525	843,185
3/1/2017														31,725	31,725	
9/1/2017							280,000	31,725	311,725	31,725	31,725	311,725	280,000	31,725	311,725	343,450
3/1/2018										28,925	28,925			28,925	28,925	
9/1/2018							290,000	28,925	318,925	28,925	28,925	318,925	290,000	28,925	318,925	347,850
3/1/2019										26,025	26,025			26,025	26,025	
9/1/2019							300,000	26,025	326,025	26,025	26,025	326,025	300,000	26,025	326,025	352,050
3/1/2020										21,525	21,525			21,525	21,525	
9/1/2020							305,000	21,525	326,525	21,525	21,525	326,525	305,000	21,525	326,525	348,050
3/1/2021										16,950	16,950			16,950	16,950	
9/1/2021							310,000	16,950	326,950	16,950	16,950	326,950	310,000	16,950	326,950	343,900
3/1/2022										12,300	12,300			12,300	12,300	
9/1/2022							320,000	12,300	332,300	12,300	12,300	332,300	320,000	12,300	332,300	344,600
3/1/2023										7,500	7,500			7,500	7,500	
9/1/2023							335,000	7,500	342,500	7,500	7,500	342,500	335,000	7,500	342,500	350,000
3/1/2024										2,475	2,475			2,475	2,475	
9/1/2024							85,000	2,475	87,475	2,475	2,475	87,475	85,000	2,475	87,475	89,950
3/1/2025										1,200	1,200			1,200	1,200	
9/1/2025							80,000	1,200	81,200	1,200	1,200	81,200	80,000	1,200	81,200	82,400
TOTAL	793,515	93,315	886,835	\$ 165,000	\$ 6,023	\$ 171,023	\$ 205,000	\$ 16,600	\$ 221,600	\$ 565,235	\$ 3,595,235	\$ 4,193,515	\$ 4,193,515	\$ 681,173	\$ 4,874,693	\$ 4,874,693

**TRAVIS COUNTY ESD #3
PROPERTY TAX REVENUE COLLECTION COMPARISON**

	FISCAL YEAR ENDING				Compared to prior year	
	2019		2020		Month \$	
	For all prior to 2018 taxes	For Prior 2019	For all prior to 2018 taxes	For Current 2019-2020		
OCT	1066	41597	537	6414	-\$35,183	-85%
NOV	310	183426	2709	120590	-\$62,836	-34%
DEC	1054	1210962	802	1187649	-\$23,313	-2%
JAN	7589	1436960	1342	1195296	-\$241,664	-17%
FEB	571	235612	504	200800	-\$34,812	-15%
MAR	969	29726	677	29057	-\$669	-2%
APR	1454	12294	326	9006	-\$3,288	-27%
MAY	-876	13085	-8	15274	\$2,189	17%
JUN	1931	7851			-\$7,851	-100%
JUL	-850	12703			-\$12,703	-100%
AUG	921	4899			-\$4,899	-100%
SEPT	141	2953			-\$2,953	-100%
YEAR	14280	3192068	6889	2764086	\$ (427,982)	
	\$	3,206,348	\$	2,770,975		
				2019-20 Tax Levy	\$2,815,075	

NET CERTIFIED TAXABLE PROPERTY VALUE UPDATES FROM TCAD

Rec'd	FISCAL YEAR ENDING				Inc/(Dec) from	
	2019		2020		Prior Year \$	Prior Year %
	2,017	2018 taxes	2018	2019		
OCT	\$3,087,239,736	\$3,285,181,157	\$3,279,301,616	\$3,511,059,678	\$231,758,062	8%
NOV	\$3,087,239,736	\$3,285,181,157	\$3,279,301,616	\$3,511,059,678	\$231,758,062	8%
DEC	\$3,087,531,113	\$3,284,173,481	\$3,278,868,431	\$3,510,265,810	\$231,397,379	7%
JAN	\$3,087,482,675	\$3,282,107,971	\$3,278,868,431	\$3,508,671,588	\$229,803,157	7%
FEB	\$3,087,305,337	\$3,281,682,158	\$3,278,868,431	\$3,507,888,430	\$229,019,999	7%
MAR	\$3,087,261,375	\$3,280,321,219	\$3,507,006,601	\$3,617,849,388	\$110,842,787	4%
APR	\$3,085,933,984	\$3,280,012,514	\$3,278,814,181	\$3,506,665,640	\$227,851,459	7%
MAY	\$3,085,926,984	\$3,279,834,808	\$3,278,814,181	\$3,506,354,376	\$227,540,195	7%
JUN	\$3,085,569,902	\$3,279,286,679			\$0	0%
JUL	\$3,279,856,682	\$3,505,387,041			\$0	0%
AUG	\$3,279,856,682	\$3,524,259,014			\$0	0%
SEPT	\$3,279,856,682	\$3,513,422,683			\$0	0%

2018-2019 Tax Levy on 6,028 Parcels is \$3,281,236,467 at a tax rate of .0975

2019-2020 Tax Levy on 6,025 Parcels is \$3,505,387,041 at a tax rate of .0800

Travis County ESD#3
Profit & Loss
 October 2019 through May 2020

Oct '19 - May 20

Revenue and Expense

Revenue

407 INTEREST	42,793.36
410 PROPERTY TAX	
4101 Prop Tax Current	2,734,821.72
4102 Prop Tax Prior	5,390.61
410 PROPERTY TAX - Other	16,323.34
Total 410 PROPERTY TAX	<u>2,756,535.67</u>
415 SALES TAX ALLOCATION	2,533,445.46
435 FACILITY RENTAL	
4351 BC Room Rental	1,400.00
4352 Mackey Field rental	33,064.75
Total 435 FACILITY RENTAL	<u>34,464.75</u>
450 BILLING	
4502 Other	1,076.37
450 BILLING - Other	90.50
Total 450 BILLING	<u>1,166.87</u>
470 FIRE ACADEMY FEES	61,041.94
471 EMT SCHOOL FEES	
4735 - EMT Academy 24	1,147.35
4734 - 23rd EMT-B Academy	8,308.31
4733 - 22nd EMT - B Academy	250.00
Total 471 EMT SCHOOL FEES	<u>9,705.66</u>
480 DONATIONS	
General Donations	3,040.00
Total 480 DONATIONS	<u>3,040.00</u>
490 WORKERS' COMP RECEIPTS	
4902 Workers' Comp.	6,044.42
490 WORKERS' COMP RECEIPTS - Other	5,240.24
Total 490 WORKERS' COMP RECEIPTS	<u>11,284.66</u>
493 REIMBURSEMENTS	
4934 TIFMAS	5,071.68
Total 493 REIMBURSEMENTS	<u>5,071.68</u>
Total Revenue	<u>5,458,550.05</u>

Travis County ESD#3
Profit & Loss
 October 2019 through May 2020

Oct '19 - May 20

Expense

500 COST OF REVENUE ACQUISITION

501 Prop Tax Coll & Val fees	6,060.08
502 Sales Tax Collection Costs	58,668.92

Total 500 COST OF REVENUE ACQUISITION	64,729.00
--	-----------

600 EMERGENCY RESPONSE

601 Apparatus	78,041.50
602 Pagers	404.38
603 Dispatch & Communications	56,970.35
604 Fuel	12,795.46
605 SCBA Maintenance	34,362.62
606 Vehicle Maint & Repairs	39,468.27
607 Vehicle Repair 2007 & prior	1,099.92
608 Vehicle Supplies	34,351.42
609 Uniforms & Protective Gear	39,721.11
611 Supplies - EMS	22,921.65
613 Auto Insurance	10,847.44

Total 600 EMERGENCY RESPONSE	330,984.12
-------------------------------------	------------

630 CONTINUED EDUCATION

631 Training - EMS	1,390.02
632 Training - Fire & Rescue	22,088.61
633 Seminars & Conferences	19,470.22
634 Fire Academy	16,729.96
635 EMT Certification School	
635 / 11 EMT-B Cert	1,004.49
635 EMT Certification School - Other	3,815.00

Total 635 EMT Certification School	4,819.49
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636 Vending Machine Supplies	68.97
------------------------------	-------

Total 630 CONTINUED EDUCATION	64,567.27
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640 HUMAN RESOURCES

641 Benefits & Payroll Tax	701,348.39
642 Payroll	1,947,838.43
644 Certifications	4,799.68
645 Recruitment/Promotion	9,557.66

Total 640 HUMAN RESOURCES	2,663,544.16
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650 ADMINISTRATION

651 Building Maint.	53,305.78
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Travis County ESD#3
Profit & Loss
 October 2019 through May 2020

	<u>Oct '19 - May 20</u>
652 Office Supplies	2,716.32
653 Station Supplies	7,006.64
654 Bank Fees	1,982.69
655 Dues & Subscriptions	1,411.05
656 Information Technology	10,194.02
657 Postage & Handling	400.77
658 Property & Liability Insura	18,007.00
659 Professional Services	17,205.00
661 Telephone	804.74
662 Utilities	36,812.71
663 Bond Debt	
6632 Bond Debt Interest	21,525.00
Total 663 Bond Debt	<u>21,525.00</u>
666 Contract Services	1,683.41
Total 650 ADMINISTRATION	<u>173,055.13</u>
670 PREVENTION/PUBLIC EDUCATION	
672 Public Education	10,910.61
Total 670 PREVENTION/PUBLIC EDUCATION	<u>10,910.61</u>
685 MACKEY FIELD	
6850 Mackey Tower & Parking	7,830.00
685 MACKEY FIELD - Other	1,353.20
Total 685 MACKEY FIELD	<u>9,183.20</u>
Total Expense	<u>3,316,973.49</u>
Net Revenue	<u><u>2,141,576.56</u></u>

Checks over \$2,000 for the period of May 14th to June 18, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
5/20/2020	draft	Paychex	Employee 457 Contribution	\$11,007.26
5/20/2020	draft	Paychex	Employer 401 Matching	\$14,023.85
5/20/2020	draft	Paychex	Net Payroll	\$73,218.80
5/20/2020	draft	Paychex	Employment Taxes	\$26,396.79
5/27/2020	draft	Citi-COSTCO	Numerous Charges	\$7,761.62
6/2/2020	transfer	Transfer to Operating	From Money Market to fund June operations	\$500,000.00
6/3/2020	draft	Paychex	Employee 457 Contribution	\$11,392.80
6/3/2020	draft	Paychex	Employer 401 Matching	\$14,505.45
6/3/2020	draft	Paychex	Net Payroll	\$78,443.78
6/3/2020	draft	Paychex	Employment Taxes	\$28,467.86
6/16/2020	draft	Paychex	Employee 457 Contribution	\$11,170.91
6/16/2020	draft	Paychex	Employer 401 Matching	\$14,339.36
6/16/2020	draft	Paychex	Net Payroll	\$72,839.50
6/16/2020	draft	Paychex	Employment Taxes	\$26,345.84
6/17/2020	16653	Texas Association of Counties	Health Insurance	\$37,140.04
6/17/2020	16659	Bound Tree Medical	CO2 Monitors	\$11,630.60
6/17/2020	16667	Impact Fire Service	Fire Extinguishers	\$3,357.00
6/17/2020	16669	JEST Warning Lights	Lights for Command 302 and Training 301	\$15,006.00
6/17/2020	16670	Lance Fire Truck Repairs	Numerous small repairs	\$5,815.02
6/17/2020	16680	The Hartford	Accident Insurance	\$3,876.40
6/17/2020	16681	Travis Central Appaisal Dist.	Qtrly Fees	\$3,030.04
6/17/2020	16683	VFIS of Texas	Qtrly Commercial and Auto Insurance	\$15,027.00
6/17/2020	16688	Spencer-Pierce A & I	Design drawings for Station 301 Modification	\$25,530.00

Oak Hill Fire Department
Travis County Emergency Services District #3

Station 301
Circle Drive
9211 Circle Drive
Austin, Texas 78736
512-288-5576
Fax 512-288-5903



Station 302
Barton Creek
4111 Barton Creek
Austin, Texas 78735
Admin 512-288-5534
Fax 512-288-5844

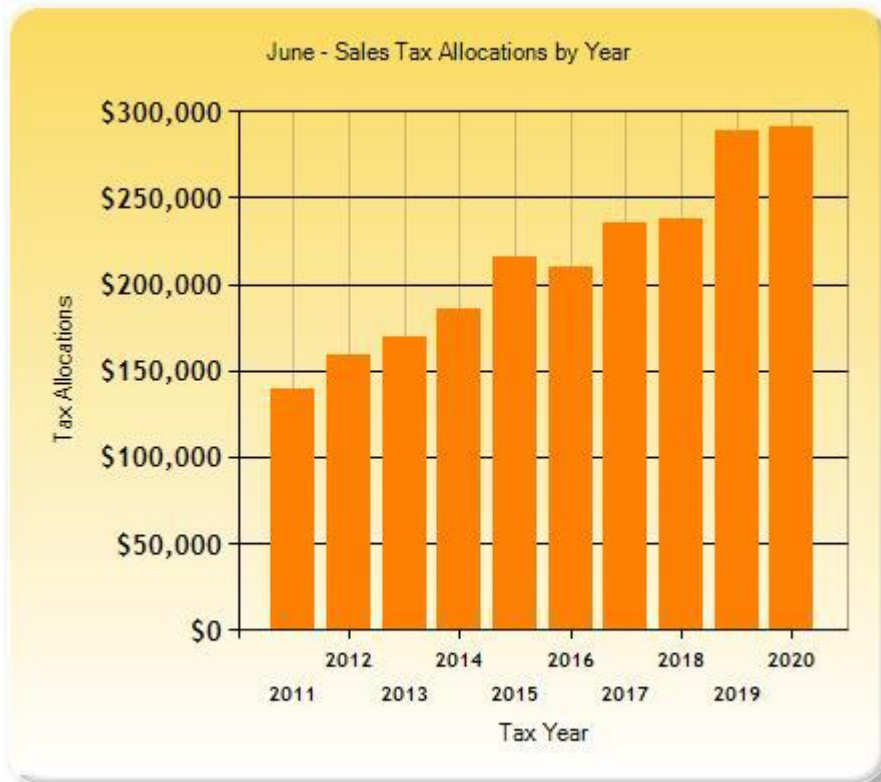
June 2020 Sales Tax Summary

Our June sales tax allocation was \$291,300. This was up 0.9% (+\$2,540) compared to June 2019 and up 13.0% (+\$318,299) fiscal year to date.

Our top 10 large companies accounted for 48.3% (+\$157,535), our top 30 large companies accounted for 67.8% (+\$289,340), and our top 100 large companies accounted for 87.2% (+\$332,852) of our total fiscal year to date collections.

The out of state marketplace “Single Local Tax Rate” allocation for June was \$1,951 (+\$11,446* fiscal year to date). *Allocations began in December 2019.

The June allocation reflects sales made during the month of April, when most stores were closed to in-person sales. The data shows an increase in retail trade (likely more people ordering online, which provides for sales tax allocation based on the point of delivery instead of point of sale) and we can see other relatively significant increases in allocations from internet providers and wireless vendors (presumably from an increase in work-from-home and in-home entertainment spending).



Graph Source: Municipal Advisory Council of Texas (mactexas.com)

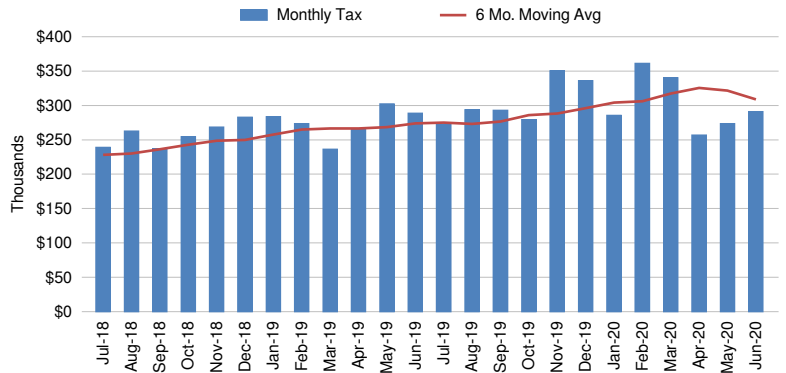
Like us on Facebook at www.facebook.com/OakHillFireDept or visit us online at www.OakHillFire.org and support us on Amazon Smile at: <https://smile.amazon.com/ch/20-8425823>

SALES TAX SNAPSHOT Travis Co Esd 3 Jun-20

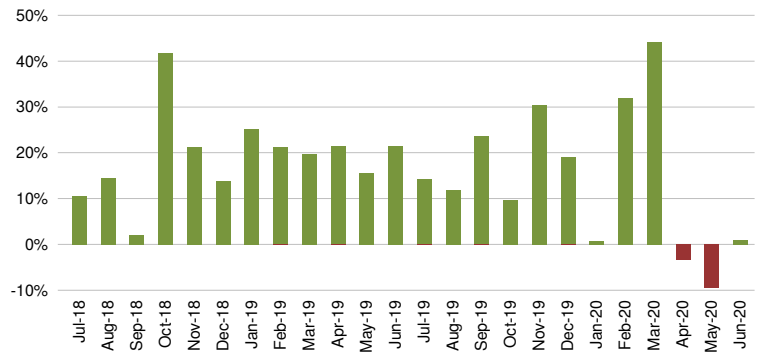
Sales Tax Net Payments

FY Mo.	FY2019	FY2020	YoY % Change
Oct	\$ 254,653	\$ 279,300	9.7%
Nov	\$ 268,666	\$ 350,192	30.3%
Dec	\$ 282,643	\$ 336,160	18.9%
Jan	\$ 283,418	\$ 285,523	0.7%
Feb	\$ 273,685	\$ 361,184	32.0%
Mar	\$ 236,128	\$ 340,129	44.0%
Apr	\$ 266,086	\$ 256,978	-3.4%
May	\$ 302,117	\$ 273,688	-9.4%
Jun	\$ 288,481	\$ 291,021	0.9%
Jul	\$ 272,600		
Aug	\$ 293,513		
Sep	\$ 292,962		
FYTD	\$ 2,455,876	\$ 2,774,175	13.0%
FY Total	\$ 3,314,952		

Sales Tax Net Payments Trend



Sales Tax Net Payments Change - YoY



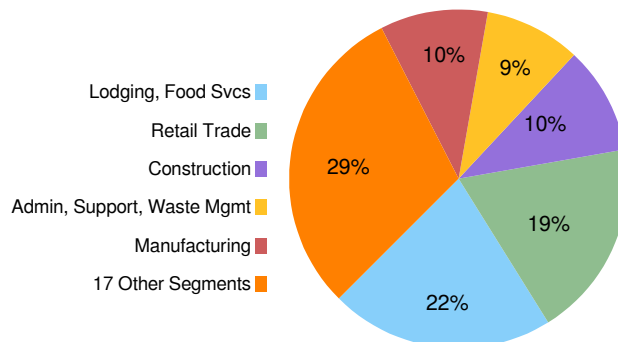
Top 10 Taxpayers

Rank	Company	FYTD Collections	% Total
1	OMNI BARTON CREEK, INC.		
2	MCCOY CORPORATION		
3	HCBECK, LTD.		
4	AUSTIN READY-MIX, LLC		
5	AMAZON FULFILLMENT SERVICES INC		
6	CENTEX MATERIALS LLC		
7	NEW CINGULAR WIRELESS PCS, LLC		
8	TIME WARNER CABLE TEXAS LLC		
9	BAREFOOT MOSQUITO AND PEST CONTROL INC		
10	AUSTIN EAGLE MANAGEMENT SERVICES, LTD.		
Top 10 Companies		\$ 1,366,788	48.3%
4015 Other Large Companies		\$ 1,419,619	50.1%
Small Companies/Other		\$ 42,401	1.5%
Single Local Tax Rate (SLT)		\$ 1,951	0.1%
Total		\$ 2,830,758	100.0%

Industry Segment Collections Trend - YoY % Chg

SEGMENT	Jan	Feb	Mar	Apr	May	Jun
Lodging, Food Svcs	37.1%	57.8%	104.8%	164.1%	-54.1%	2.7%
Retail Trade	-20.6%	28.2%	41.0%	14.0%	48.0%	44.6%
Construction	-58.1%	-71.0%	-52.2%	-74.0%	-69.5%	-58.7%
Manufacturing	-3.6%	81.0%	2.6%	-20.7%	-25.7%	11.1%
Admin, Support, Waste Mgmt	-6.8%	20.2%	-0.6%	-9.9%	10.3%	-5.6%
All Others	30.1%	61.9%	84.6%	-42.8%	13.8%	-4.3%
Total Collections	0.1%	32.6%	43.4%	-4.8%	-10.9%	0.4%

Sales Tax Collections by Industry Segment

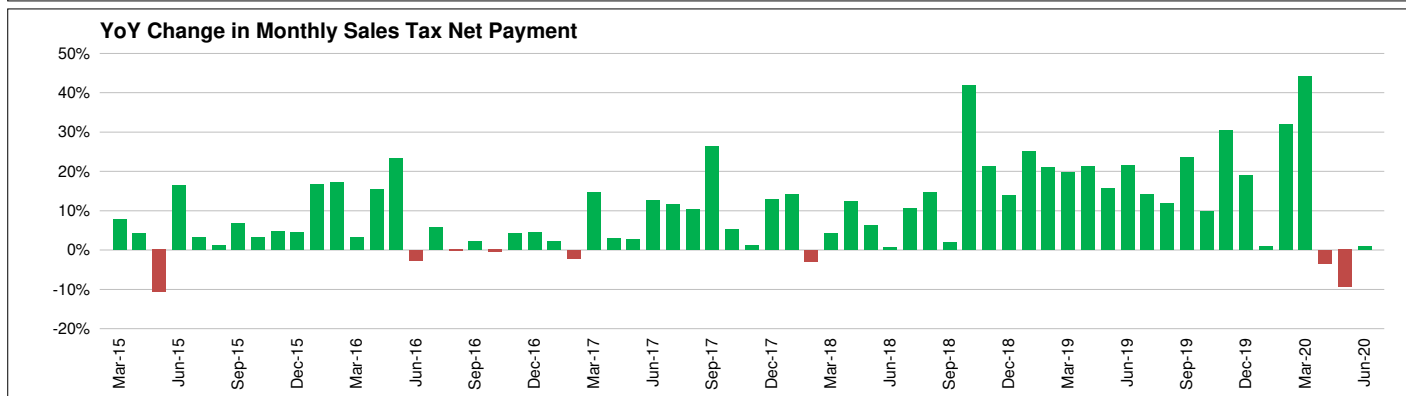
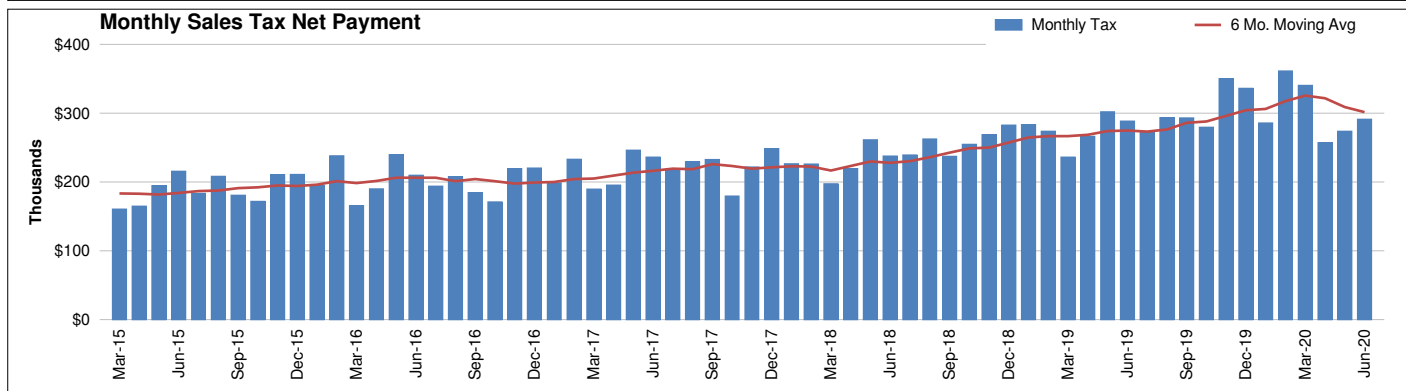
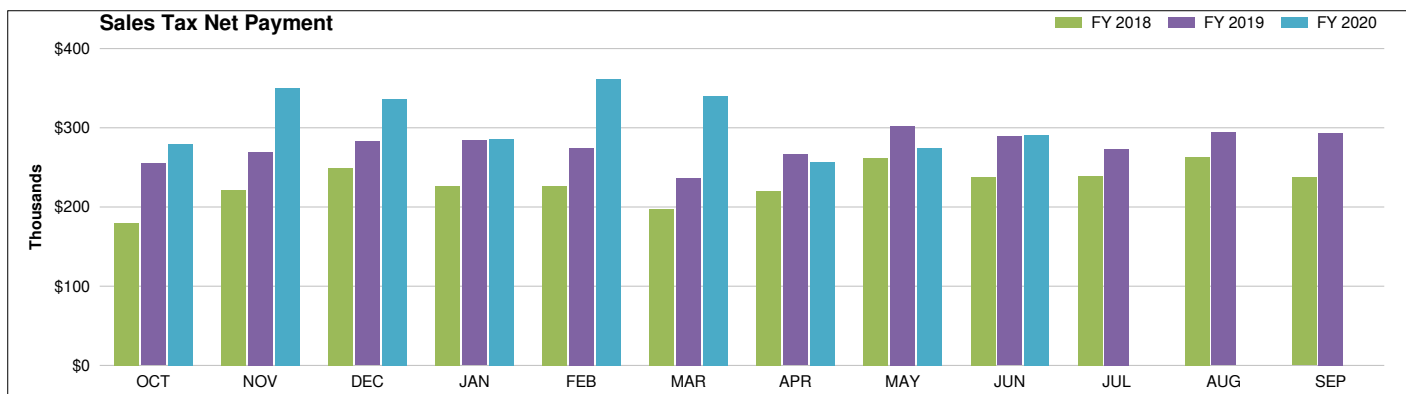


Travis Co Esd 3 - Sales Tax Net Payment Trend

	FISCAL YEAR				
	2016	2017	2018	2019	2020
Oct	\$ 171,756	\$ 170,977	\$ 179,651	\$ 254,653	\$ 279,300
Nov	\$ 210,291	\$ 219,202	\$ 221,642	\$ 268,666	\$ 350,192
Dec	\$ 210,797	\$ 219,986	\$ 248,386	\$ 282,643	\$ 336,160
Jan	\$ 194,421	\$ 198,396	\$ 226,506	\$ 283,418	\$ 285,523
Feb	\$ 238,120	\$ 233,001	\$ 226,072	\$ 273,685	\$ 361,184
Mar	\$ 165,313	\$ 189,353	\$ 197,206	\$ 236,128	\$ 340,129
Apr	\$ 189,744	\$ 195,238	\$ 219,385	\$ 266,086	\$ 256,978
May	\$ 239,696	\$ 246,250	\$ 261,412	\$ 302,117	\$ 273,688
Jun	\$ 209,627	\$ 235,933	\$ 237,487	\$ 288,481	\$ 291,021
Jul	\$ 193,709	\$ 216,245	\$ 238,987	\$ 272,600	
Aug	\$ 207,801	\$ 229,269	\$ 262,553	\$ 293,513	
Sep	\$ 184,314	\$ 232,588	\$ 237,144	\$ 292,962	
YEAR	\$ 2,415,590	\$ 2,586,437	\$ 2,756,433	\$ 3,314,952	\$ 2,774,175

Change: FY '20/'19			
Month		Year-to-Date	
\$	%	\$	YTD %
\$ 24,647	9.7%	\$ 24,647	9.7%
\$ 81,526	30.3%	\$ 106,173	20.3%
\$ 53,518	18.9%	\$ 159,691	19.8%
\$ 2,105	0.7%	\$ 161,796	14.9%
\$ 87,498	32.0%	\$ 249,294	18.3%
\$ 104,002	44.0%	\$ 353,296	22.1%
\$ (9,108)	-3.4%	\$ 344,188	18.5%
\$ (28,429)	-9.4%	\$ 315,759	14.6%
\$ 2,540	0.9%	\$ 318,299	13.0%

YoY Change 7.1% 6.6% 20.3% na



Travis Co Esd 3

SALES TAX PAYMENT DETAIL

Jun-20

Fiscal Year: Oct-Sep

COLLECTIONS	Jun-19	Jun-20	Chg. \$ Chg. %	Prior FYTD	Current FYTD	Chg. \$ Chg. %
Current Period	274,550	259,176	(15,374) -5.6%	2,351,934	2,703,178	351,245 14.9%
Prior Period	12,677	33,408	20,730 163.5%	126,888	81,902	(44,986) -35.5%
Future Period	6,525	2,687	(3,838) -58.8%	20,128	16,276	(3,851) -19.1%
Audit	250	73	(177) -70.8%	7,702	17,573	9,871 128.2%
Unidentified	67	19	(48) -71.4%	397	383	(14) -3.6%
Single Local Tax Rate	0	1,951	1,951 0.0%	0	11,446	11,446 0.0%
TOTAL	294,069	297,313	3,244 1.1%	2,507,049	2,830,758	323,710 12.9%
Service Fee	(5,881)	(5,946)	(65) 1.1%	(50,141)	(56,615)	(6,474) 12.9%
Current Retained	(5,764)	(5,827)	(64) 1.1%	(49,138)	(55,483)	(6,345) 12.9%
Prior Retained	6,057	5,481	(576) -9.5%	48,107	55,514	7,408 15.4%
NET PAYMENT	288,481	291,021	2,540 0.9%	2,455,876	2,774,175	318,299 13.0%

Travis Co Esd 3
TOP 30 COMPANIES RANK and CHANGE SUMMARY
Jun-20

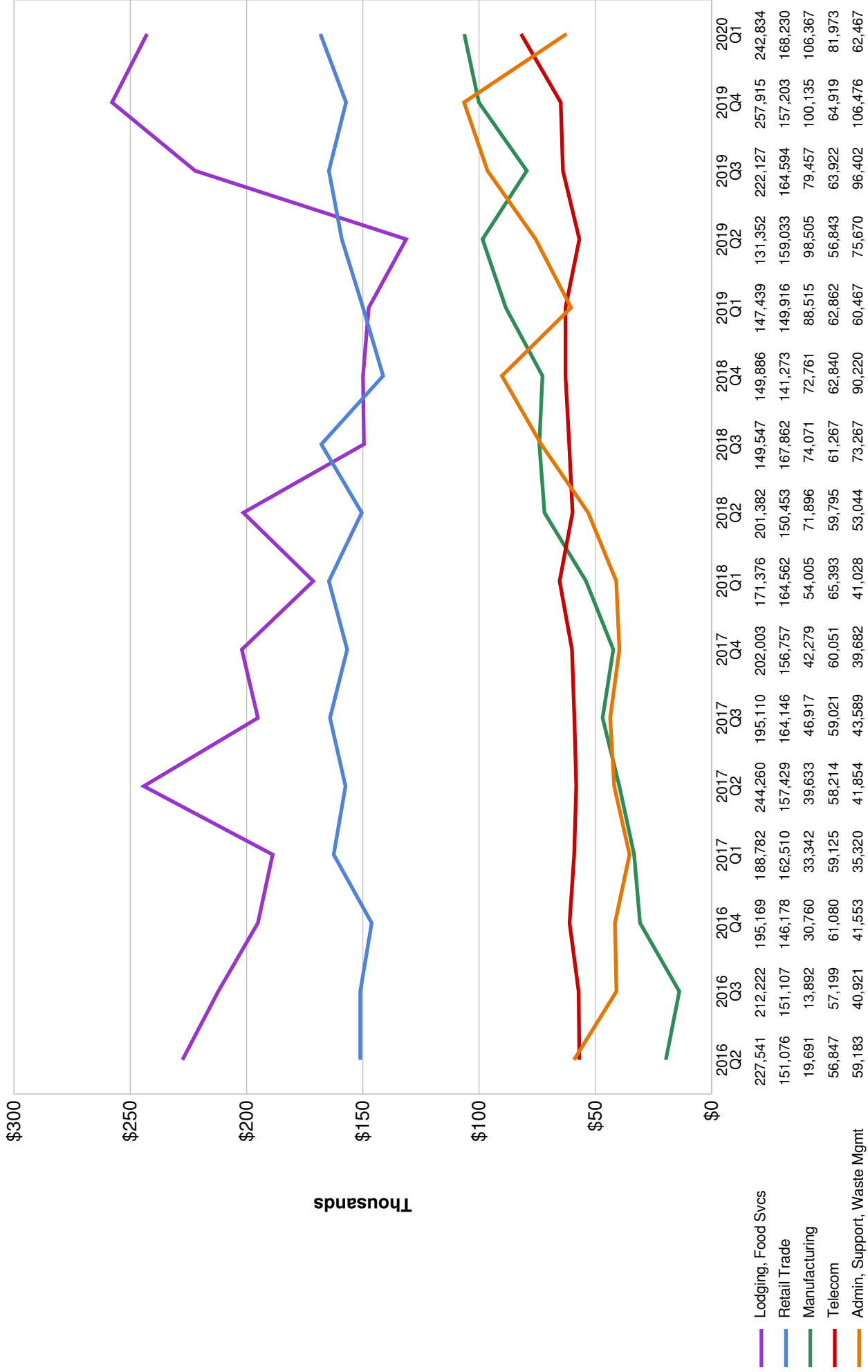
Fiscal Year: Oct-Sep

Rank*	Company	NAICS Key	Prior Fiscal YTD Sales Tax Collections	Current Fiscal YTD Sales Tax Collections	Change \$	Change %	Current Fiscal YTD % Total Collections
1	OMNI BARTON CREEK, INC.	22					
2	MCCOY CORPORATION	9					
3	HCBECK, LTD.	4					
4	AUSTIN READY-MIX, LLC	5					
5	AMAZON FULFILLMENT SERVICES INC	8					
6	CENTEX MATERIALS LLC	5					
7	NEW CINGULAR WIRELESS PCS, LLC	12					
8	TIME WARNER CABLE TEXAS LLC	12					
9	BAREFOOT MOSQUITO AND PEST CONTROL INC	18					
10	AUSTIN EAGLE MANAGEMENT SERVICES, LTD.	16					
TOP 10 LARGE** COMPANIES			1,209,253	1,366,788	157,535	13.0%	48.3%
11	TOP CHOICE LAWN CARE, LLC	18					
12	A. M. PETROLEUM, INC.	9					
13	APPLE INC.	5					
14	THE BRANDT COMPANIES LLC	4					
15	PATRICIA R DABNEY	16					
16	SOUTHWESTERN BELL TELEPHONE COMPANY	12					
17	AMAZON.COM SERVICES INC (MARKETPLACE)	9					
18	ASAP STONE AND LANDSCAPE SUPPLY LLC.	9					
19	CITY OF AUSTIN	24					
20	CITY ELECTRIC SUPPLY COMPANY	17					
21	SIGNS WEST, INC.	5					
22	GROVE LANDSCAPES LLC	18					
23	AMAZON SERVICES LLC (MARKETPLACE)	17					
24	ENCORE EVENT TECHNOLOGIES, INC.	15					
25	LANDWEST DESIGN GROUP, LTD.	18					
26	J MAASS INC	4					
27	CSS-CABINET SERVICE SOLUTIONS LLC	4					
28	FP LEGACY LANDSCAPING LLC	25					
29	GAS PUMPERS, LTD.	22					
30	PRASLA ENTERPRISE, A TEXAS FOR PROFIT CORPORA	9					
TOP 30 LARGE COMPANIES			1,631,309	1,920,649	289,340	17.7%	67.8%
TOP 100 LARGE COMPANIES			2,136,275	2,469,128	332,852	15.6%	87.2%
3,924 OTHER LARGE COMPANIES			344,515	317,280	(27,236)	-7.9%	11.2%
SMALL COMPANIES & OTHER			26,258	42,401	16,143	61.5%	1.5%
SINGLE LOCAL TAX RATE COLLECTIONS (SLT)				1,951	1,951	0.0%	0.1%
TOTAL COLLECTIONS			2,507,049	2,830,758	323,710	12.9%	100.0%
STATE COMPTRROLLER FEES			51,172	56,584	5,411	10.6%	2.0%
NET PAYMENTS			2,455,876	2,774,175	318,299	13.0%	98.0%

* Ranked by Total of Last Fiscal Year + Current Fiscal YTD

** Businesses whose detailed sales tax data is available

Travis Co Esd 3
INDUSTRY SEGMENT SALES TAX TREND



Data Source:
Texas Comptroller of Public Accounts

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Travis Co Esd 3
INDUSTRY SEGMENT RANK & CHANGE
Jun-20

Fiscal Year: Oct-Sep

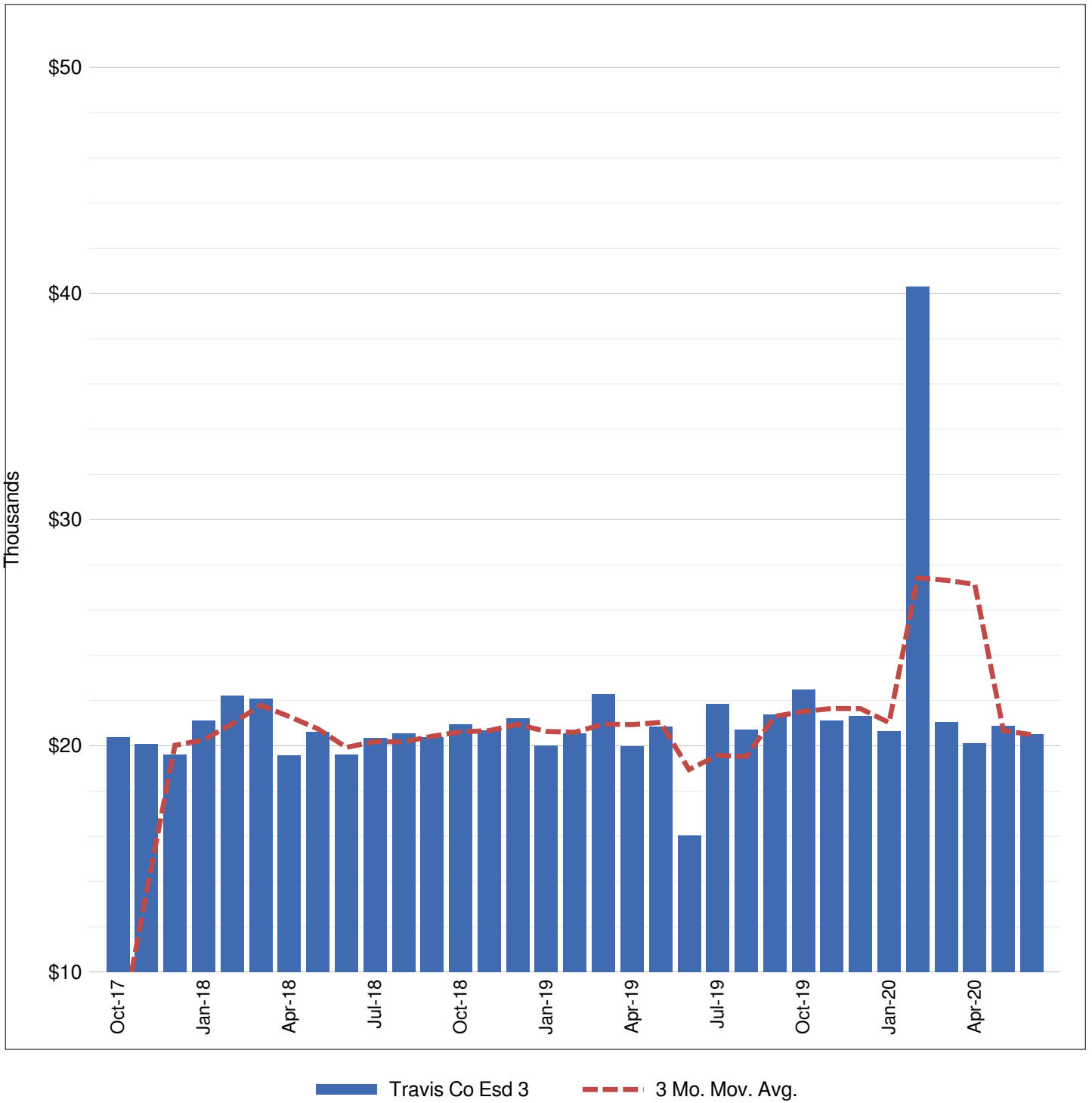
INDUSTRY SEGMENT*	% Total Current YTD Collections	Prior Fiscal YTD Sales Tax Collections	Current Fiscal YTD Sales Tax Collections	Change	
				\$	%
Lodging, Food Svcs	24.1%	428,677	670,757	242,080	56.5%
Retail Trade	19.5%	450,222	542,067	91,845	20.4%
Construction	6.2%	414,906	172,107	(242,799)	-58.5%
Manufacturing	10.5%	259,781	292,806	33,026	12.7%
Admin, Support, Waste Mgmt	8.7%	226,357	243,570	17,213	7.6%
Top 5	69.0%	1,779,943	1,921,307	141,365	7.9%
Telecom	7.5%	182,545	208,381	25,836	14.2%
Wholesale Trade	5.1%	129,308	140,849	11,541	8.9%
Prof, Scientific, Tech Svcs	3.5%	114,472	97,080	(17,391)	-15.2%
Unidentified	3.5%	36,679	96,838	60,159	164.0%
Other Services	2.1%	63,061	59,530	(3,531)	-5.6%
Company, Enterprise Mgmt	2.6%	30,300	72,995	42,696	140.9%
Real Estate, Rental, Leasing	1.8%	23,575	50,759	27,184	115.3%
Recreation, Arts, Entmt	0.9%	25,982	24,735	(1,246)	-4.8%
Public Admin	0.9%	17,682	26,290	8,609	48.7%
Ag, Forestry, Fishing, Hunting	0.8%	20,661	21,676	1,015	4.9%
Information excl. Telecom	0.8%	17,467	21,347	3,880	22.2%
Utilities	0.7%	18,352	20,210	1,857	10.1%
Transportation, Warehousing	0.5%	13,880	13,314	(566)	-4.1%
Education Services	0.2%	4,542	5,119	577	12.7%
Financial, Insurance	0.1%	1,841	4,035	2,193	119.1%
Health Care, Social Assistance	0.1%	873	1,861	988	113.2%
Mining, Oil/Gas Extr	0.0%	(370)	80	450	-121.5%
All Other	31.0%	700,848	865,100	164,252	23.4%
TOTAL COLLECTIONS	100.0%	2,480,791	2,786,407	305,616	12.3%

INDUSTRY SEGMENT	% Change from same month Prior Year					
	Jan	Feb	Mar	Apr	May	Jun
Lodging, Food Svcs	37.1%	57.8%	104.8%	164.1%	-54.1%	2.7%
Retail Trade	-20.6%	28.2%	41.0%	14.0%	48.0%	44.6%
Construction	-58.1%	-71.0%	-52.2%	-74.0%	-69.5%	-58.7%
Manufacturing	-3.6%	81.0%	2.6%	-20.7%	-25.7%	11.1%
Admin, Support, Waste Mgmt	-6.8%	20.2%	-0.6%	-9.9%	10.3%	-5.6%
All Others	30.1%	61.9%	84.6%	-42.8%	13.8%	-4.3%
TOTAL COLLECTIONS	0.1%	32.6%	43.4%	-4.8%	-10.9%	0.4%

* Ranked by Current + Prior YTD Collections

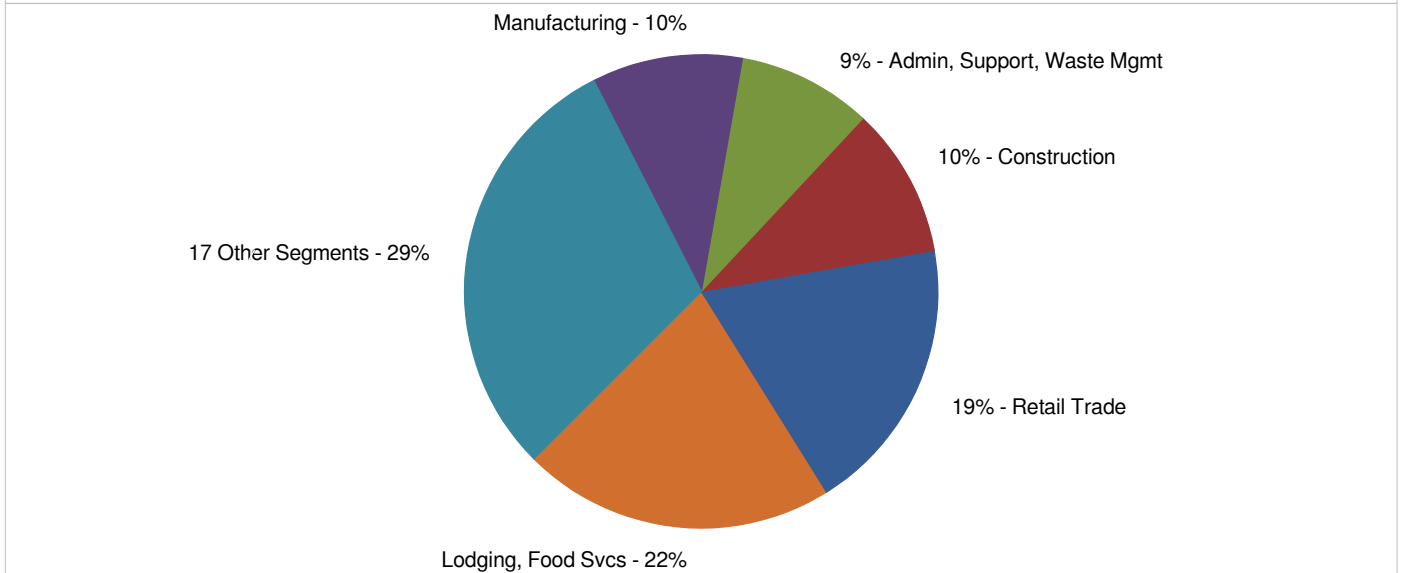
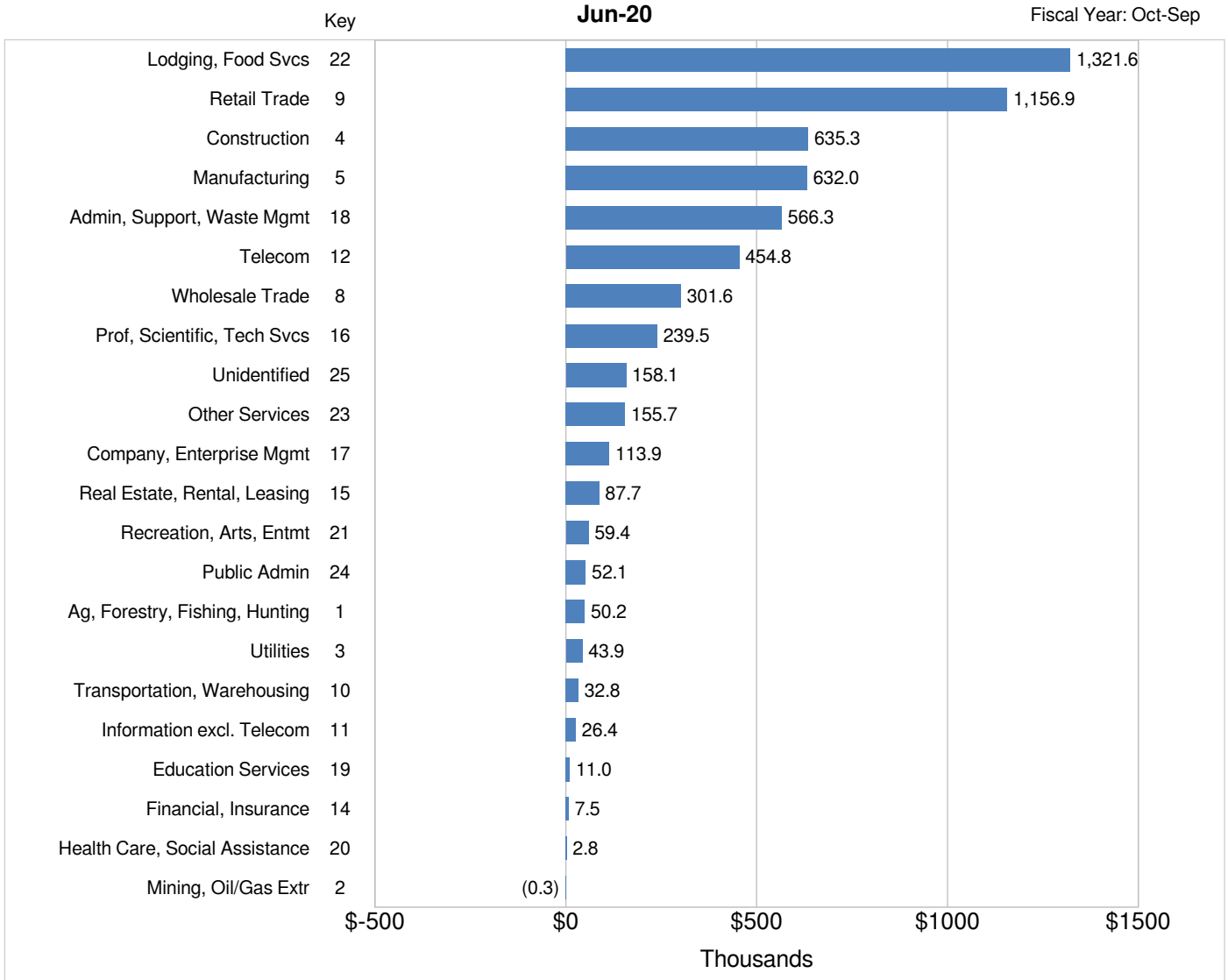
Travis Co Esd 3

Telecommunications Sales Tax



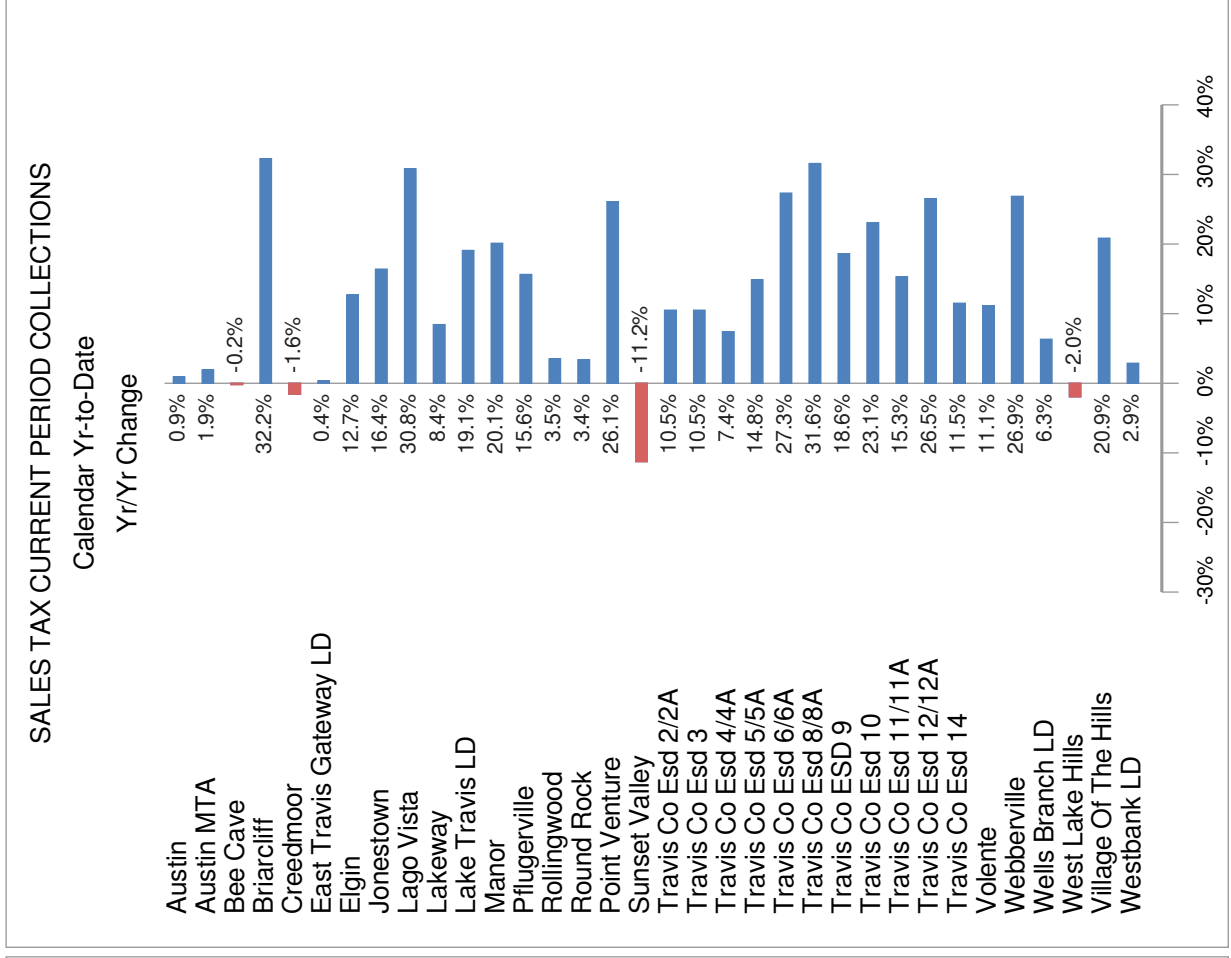
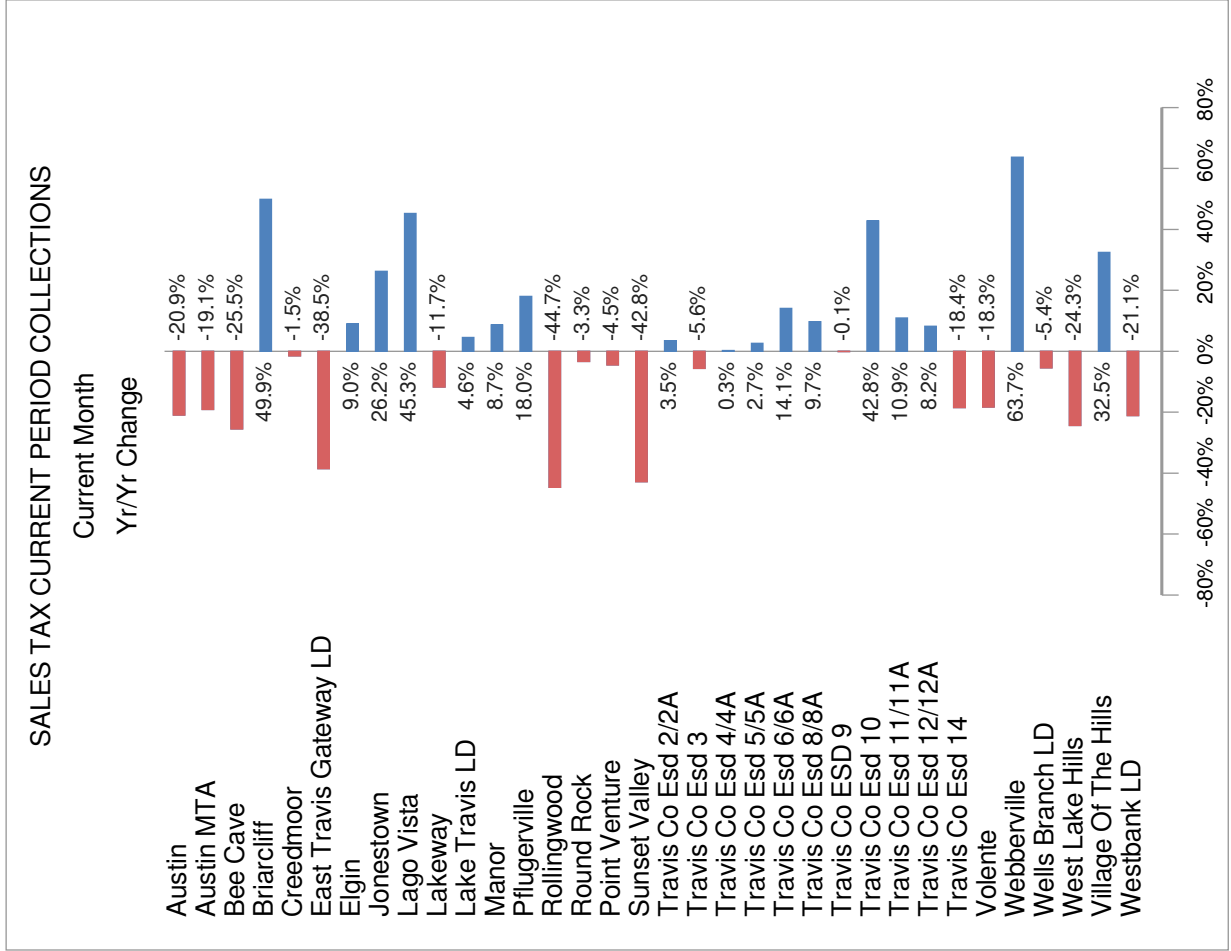
HdL Companies
Travis Co Esd 3

INDUSTRY SEGMENT SALES TAX RANK & DISTRIBUTION
(Prior Fiscal Year + Current Fiscal Year-to-Date)



SALES TAX TREND TRAVIS COUNTY

Jun-20



NAICS KEY

Code	Industry Segment
1	Ag, Forestry, Fishing, Hunting
2	Mining, Oil/Gas Extr
3	Utilities
4	Construction
5	Manufacturing
6	Included in Key No. 5
7	Included in Key No. 5
8	Wholesale Trade
9	Retail Trade
10	Transportation, Warehousing
11	Information excl. Telecom
12	Telecom
13	Included in Key No. 11
14	Financial, Insurance
15	Real Estate, Rental, Leasing
16	Prof, Scientific, Tech Svcs
17	Company, Enterprise Mgmt
18	Admin, Support, Waste Mgmt
19	Education Services
20	Health Care, Social Assistance
21	Recreation, Arts, Entmt
22	Lodging, Food Svcs
23	Other Services
24	Public Admin
25	Unidentified

JJ Wittig

From: JJ Wittig
Sent: Monday, June 1, 2020 5:01 PM
To: Commissioners
Cc: Herbert Holloway
Subject: Draft FY21 Budget
Attachments: FY2021 Draft Budget 1.pdf; FY2021 Draft Financial Model 1.pdf

Please see the attached draft budget for FY21.

As usual, the budget category page includes columns with dollar change and percent change from FY20 as well as notes for those categories that have a +/- 10% change or a significant dollar amount change.

Also attached is the draft Financial Forecast and reserves policy document.

Assumptions for revenue for FY21 are:

- Ad Valorem tax rate stays at 8.0 cents per hundred dollars of valuation
- Sales Tax revenue stays flat from FY20's estimate (the actual sales tax performance we were seeing shows staying flat is actually a 25% decrease)

Most notable expense items for FY21 are:

- 634 Fire Academy: Purchase new SCBA cylinders (25 per year for approximately 3 years) – existing cylinders are expiring
- 659 Professional Services: \$500,000 for expansion/remodel effort at Station 301 (plus \$150,000 in FY20 budget)
- 642 Payroll: Our Firefighters' Association had worked on salary survey information, showing Firefighter rank (accounting for 15 employees total) was lower than most surrounding departments (ESD8 only department with lower Firefighter wages of the "Westside 5"). Propose adjustment of payrate from \$17.43 per hour to \$18.75 per hour for Firefighter rank only (Drivers, Lieutenants, and Captains appeared reasonably within range).
- 642 Payroll: Proposed Cost Of Living Adjustment (COLA) of 4%. Prior to the pandemic, CPI was 2.3% with several indications and estimates that daily commodities will trend higher as the pandemic continues. We would like to get ahead of the potential for price increases as we estimate the cost of living impacts over the next 15 months for our employees.

Important points to consider:

- Ad Valorem tax rate proposed to hold flat at 8.0 cents
- We are proposing only a slight deficit spend (\$17,000), which is not in itself likely given that we do not routinely spend 100% of budgeted funds
- We are not proposing the utilization of economic downturn reserves to fund this budget, leaving them available in the event of a longer-term downturn or a significant decrease in Ad Valorem or Sales Tax revenues from our estimates.

As always, please communicate any feedback, questions, or comments to me directly (not copied to the rest of the Board) so I can prepare an answer to send out to all (responding to the group could place us in violation of the Open Meetings Act for deliberation outside of the public view).

Thank you for your consideration.

Jeffrey J. Wittig, CFE, [CFO](#), [EFO](#)
Fire Chief

2021	SOURCE OF REVENUE
407	Interest
410	Property Tax Revenue
415	Sales Tax Revenue - gross
435, 450	Facility & room rental & billing receipts
460,70,71	Fees - Academy, EMS course, training
477, 80	Grants & donations
485, 87, 90, 99	Misc., WC, sales of property
	TOTAL
Number	EXPENSE CATEGORY
501	Property Tax Collection & Valuation Fees
502	Sales Tax Collection Costs
503	Sunset Valley Reimbursement
601	Apparatus
603	Dispatch & Communications
604	Fuel
605	SCBA
606	Vehicle Maintenance & Repairs
608	Vehicle Supplies & Equipment
609	Uniform & Protective Gear
611	EMS Supplies
612	Rehab Supplies
613	Auto Insurance
632	Training- Fire & Rescue
633	Seminars & Conferences
634	Fire Academy
635	EMT Certification Courses
636	Vending machine supplies
641	Benefits (457, health, workers comp)
642	Payroll
643	Employee & Member Recognition
644	Facilities & Personnel Certification
645	Recruitment & Promotion
651	Building & Grounds Maintenance
652	Supplies - Office
653	Supplies - Station
654	Bank Fees
655	Dues & Subscriptions
656	Information Technology
657	Postage/Handling
658	Property & Liability Insurance
659	Professional Services
660	Public Notices/Articles
661	Telephone
662	Utilities
663	Bond Debt Service
664	TCESD Board Compensation
665	Grant Cost share
671	Prevention
672	Public Education
	TOTALS

Approved FY2020 Budget
\$ 92,000
\$ 2,804,310
\$ 3,027,730
\$ 38,000
\$ 108,750
\$ 3,500
\$ 1,749,650
\$ 7,823,940
\$ 29,347
\$ 60,555
\$ 32,630
\$ 1,520,000
\$ 108,220
\$ 29,000
\$ 22,873
\$ 103,800
\$ 88,016
\$ 76,232
\$ 25,200
\$ 1,250
\$ 21,998
\$ 128,930
\$ 71,445
\$ 63,750
\$ 21,250
\$ 2,598
\$ 1,199,748
\$ 2,937,714
\$ 5,050
\$ 16,490
\$ 11,525
\$ 77,830
\$ 10,700
\$ 12,950
\$ 2,650
\$ 5,057
\$ 40,858
\$ 1,400
\$ 42,700
\$ 188,500
\$ 7,800
\$ 8,920
\$ 74,640
\$ 348,050
\$ 4,000
\$ 27,500
\$ 1,100
\$ 22,300
\$ 7,454,574
\$ 369,366

Proposed FY2021 Budget	% Change	\$ Change	Notes
\$ 80,000	-13.0%	\$ (12,000)	Adjust to actual
\$ 2,894,280	3.2%	\$ 89,970	
\$ 3,027,730	0.0%	\$ -	Approx decrease of 25% from FY20 actual
\$ 38,000	0.0%	\$ -	
\$ 108,750	0.0%	\$ -	
\$ 3,500	0.0%	\$ -	
\$ 1,750,500	0.0%	\$ 850	*Replacement Quint purchase moved to FY21
\$ 7,902,760	1.0%	\$ 78,820	
\$ 29,528	0.6%	\$ 181	
\$ 60,555	0.0%	\$ (0)	
\$ 34,914	7.0%	\$ 2,284	
\$ 1,423,026	0.0%	\$ (96,974)	*Moved Quint replacement payment to FY21
\$ 99,916	-7.7%	\$ (8,304)	
\$ 26,000	-10.3%	\$ (3,000)	Lower fuel costs
\$ 11,233	-50.9%	\$ (11,640)	Cascade System for ST302 in FY20
\$ 108,050	4.1%	\$ 4,250	
\$ 86,577	-1.6%	\$ (1,439)	
\$ 66,885	-12.3%	\$ (9,347)	Wildland Gear purchased in FY20
\$ 21,000	-16.7%	\$ (4,200)	Capnography in FY20, AEDs in FY21
\$ 2,450	96.0%	\$ 1,200	Participate in Rehab Truck with ESD6
\$ 24,198	10.0%	\$ 2,200	Estimated Growth
\$ 132,770	3.0%	\$ 3,840	
\$ 64,845	-9.2%	\$ (6,600)	
\$ 82,825	29.9%	\$ 19,075	Replace SCBA Bottles (Phase 1)
\$ 21,250	0.0%	\$ -	
\$ 2,598	0.0%	\$ -	
\$ 1,236,093	3.0%	\$ 36,345	
\$ 3,089,853	5.2%	\$ 152,139	Increase FF wage by \$1.32; 4% COLA
\$ 5,450	7.9%	\$ 400	
\$ 13,190	-20.0%	\$ (3,300)	Major drill tower inspection in FY20
\$ 3,250	-71.8%	\$ (8,275)	Forcible Entry Prop purchased in FY20
\$ 123,730	59.0%	\$ 45,900	Covered parking at both stations, LED lights at ST301
\$ 10,200	-4.7%	\$ (500)	
\$ 20,650	59.5%	\$ 7,700	Replace mattresses at both station
\$ 2,650	0.0%	\$ -	
\$ 5,120	1.3%	\$ 63	
\$ 38,201	-6.5%	\$ (2,657)	
\$ 1,400	0.0%	\$ -	
\$ 42,674	-0.1%	\$ (26)	
\$ 538,500	185.7%	\$ 350,000	\$500k ST301 expansion and remodel
\$ 7,845	0.6%	\$ 45	
\$ 8,920	0.0%	\$ -	
\$ 74,640	0.0%	\$ -	
\$ 343,900	-1.2%	\$ (4,150)	
\$ 4,000	0.0%	\$ -	
\$ 27,500	0.0%	\$ -	
\$ 1,250	13.6%	\$ 150	
\$ 22,450	0.7%	\$ 150	
\$ 7,920,084	6.2%	\$ 465,510	
\$ (17,325)			

RESERVES POLICY CALCULATIONS

Economic Downturn/Recession Reserves

Reserves Required of projected annual revenue

Tax Rate Limitation Reserve

Long Term Debt Repayment Reserve

Natural Disaster Reserves one-time

Equipment Replacement Reserves

Funds for Engine replacement (2027) per yr @ 10

Funds for Quint replacement (2021) per yr @ 15

Funds for small vehicle replace/tetrofit per yr @ 3

REQUIRED RESERVES

Total

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
\$ 1,444,685	\$ 1,383,927	\$ 1,518,972	\$ 1,539,715	\$ 1,473,140	\$ 1,527,516	\$ 1,592,274	\$ 1,651,201	\$ 1,712,418	\$ 1,776,020	
\$ 590,103	\$ 590,103	\$ 940,642	\$ 940,642	\$ 940,642	\$ 940,642	\$ 940,642	\$ 940,642	\$ 940,642	\$ 940,642	\$ 940,642
\$ -	\$ 1,558,900	\$ 1,210,850	\$ 866,950	\$ 522,350	\$ 172,350	\$ 82,400	\$ -	\$ -	\$ -	\$ -
\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
\$ 200,000	\$ 300,000	\$ 400,000	\$ 500,000	\$ 600,000	\$ 700,000	\$ 800,000	\$ 900,000	\$ 100,000	\$ 100,000	\$ 200,000
\$ 1,120,000	\$ 1,213,333	\$ 120,000	\$ 240,000	\$ 360,000	\$ 480,000	\$ 600,000	\$ 720,000	\$ 840,000	\$ 840,000	\$ 960,000
\$ -	\$ -	\$ 33,333	\$ 66,667	\$ 100,000	\$ 33,333	\$ 66,667	\$ 100,000	\$ 33,333	\$ 33,333	\$ 66,667
\$ 3,454,788	\$ 5,146,263	\$ 4,323,798	\$ 4,253,973	\$ 4,096,131	\$ 3,953,841	\$ 4,181,983	\$ 4,411,843	\$ 3,726,393	\$ 4,043,328	

Property Tax Base / Rate	Approved		Proposed		2020		2021		2022		2023		2024		2025		2026		2027	
	2019	2020	2020	2021	2021	2022	2022	2023	2023	2024	2024	2025	2025	2026	2026	2027	2027	2027	2027	2027
TCESD#3 Est. - \$MM	3,281	3,505	3,505	3,618	3,744	3,876	4,011	4,152	4,297	4,447										
Property Tax Rate - \$/100	0.0975	0.0800	0.0800	0.0800	0.0623	0.0643	0.0644	0.0630	0.0622	0.0619										
Revenue	2019	2020	2020	2021	2021	2022	2022	2023	2023	2024	2024	2025	2025	2026	2026	2027	2027	2027	2027	2027
Property Tax	3,199,206	2,804,310	2,804,310	2,894,280	2,333,243	2,491,518	2,585,180	2,617,190	2,671,992	2,752,228										
2% Sales Tax	2,183,553	3,027,730	3,027,730	3,027,730	3,194,255	3,353,968	3,521,666	3,697,750	3,882,637	4,076,769										
Interest	37,600	92,000	92,000	80,000	107,534	100,642	91,642	112,304	110,244	82,744										
Donations	3,500	3,500	3,500	3,500	2,500	2,500	2,500	2,500	2,500	2,500										
Fire Academy fees	100,950	108,750	108,750	108,750	113,644	118,190	122,917	127,834	132,947	138,265										
Misc/Pay for Svc/Other	10,900	39,600	39,600	39,600	41,382	43,244	45,190	47,224	49,349	51,570										
Sale of Equipment (net)	-	-	-	5,000	100,000															
Gen Fund/Reserve Expenditure		348,050	348,050	1,743,900	344,600	450,000	89,950	82,400	1,100,000	-										
Total	5,535,708	6,423,940	6,423,940	7,902,760	6,237,159	6,560,062	6,459,047	6,687,203	7,949,672	7,104,079										
Property Tax \$ Change	180,020	(394,896)	(394,896)	89,970	(561,036)	158,275	93,662	32,009	54,802	80,236										
Expenses																				
M&O (w/o Payroll & Benefits)	1,125,539	1,214,064	1,214,064	1,223,139	1,284,296	1,348,511	1,415,936	1,486,733	1,561,070	1,639,123										
Payroll	2,769,697	2,942,199	2,942,199	3,089,853	3,213,447	3,309,851	3,442,245	3,545,512	3,651,877	3,761,434										
Benefits	1,098,697	1,200,821	1,200,821	1,236,093	1,285,537	1,336,958	1,390,437	1,446,054	1,503,896	1,564,052										
Fire & EMT Academy	76,100	85,000	85,000	104,075	109,279	114,743	120,480	126,504	132,829	139,470										
Cap. Exp. - Apparatus/Real		270,000	270,000	1,923,026		100,000			1,100,000											
Debt Svc. - Bond Payments	352,050	348,050	348,050	343,900	344,600	350,000	89,950	82,400	-	-										
Total	5,422,082	6,060,132	6,060,132	7,920,084	6,237,159	6,560,062	6,459,047	6,687,203	7,949,672	7,104,079										
Operating Surplus / (Deficit)	113,627	363,808	363,808	(17,324)	(0)	0	0	0	0	0										
Ending Gen. Funds Balance	7,122,181	7,137,938	7,137,938	5,376,714	5,032,114	4,582,114	4,492,164	4,409,764	3,309,764	3,309,764										
Req. Reserves	5,146,263	4,323,798	4,323,798	4,253,973	4,096,131	3,953,841	4,181,983	4,411,843	3,726,393	4,043,328										
Reserves Surplus/ (Deficit)	1,975,918	2,814,141	2,814,141	1,122,741	935,982	628,273	310,181	(2,079)	(416,629)	(733,564)										
Memo: Benefits as % Payroll	39.7%	40.8%	40.8%	40.0%	40.0%	40.4%	40.4%	40.8%	41.2%	41.6%										
Escalators																				
Ad Valorem	8.7%	6.8%	6.8%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%										
Sales Tax	-16.0%	38.7%	38.7%	0.0%	5.5%	5.0%	5.0%	5.0%	5.0%	5.0%										
Fire Academy Revenue	3.5%	4.0%	4.0%	4.5%	4.5%	4.0%	4.0%	4.0%	4.0%	4.0%										
M&O without P&B	4.0%	4.5%	4.5%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%										
Payroll	3.0%	4.0%	4.0%	3.0%	4.0%	3.0%	4.0%	3.0%	3.0%	3.0%										
Benefits	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%										
Interest Rate	1.5%	1.5%	1.5%	1.5%	2.0%	2.0%	2.0%	2.5%	2.5%	2.5%										
Inflation Rate	2.9%	1.8%	1.8%	2.3%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%										
Inflation Rate Date	8/13/2018	6/29/2019	6/29/2019	3/4/2020																

- Notes:
- 14 BLUE highlight planned usage of reserve funds
- 15 FY21 Sales Tax calculated at steady from FY20 estimate (approx 25% decrease from actual)
- 20 \$100K every 3rd year for small vehicle replacement or retrofit to fleet vehicles
- 20 \$150K in FY20 and \$500K in FY21 for Circle Drive Station Expansion
- 22 Current and previous years reflect actual value change percentage
- 22 Previously 6% escalation, now 3.5% for tax cap purposes and to prepare for appraisal limits from 10% to 5%

Oak Hill Fire Department
Travis County Emergency Services District #3

Station 301
Circle Drive
9211 Circle Drive
Austin, Texas 78736
512-288-5576
Fax 512-288-5903



Station 302
Barton Creek
4111 Barton Creek
Austin, Texas 78735
Admin 512-288-5534
Fax 512-288-5844

May 2020 Report

Significant Events

May 29 (C) – Structure Fire (AutoAid Given – Austin FD) – 8117 Alophia Dr

[ENG301] Engine 301 arrived on scene of a 2 story home with heavy smoke showing. E301 parked near E43 for potential nursing needs and did a face to face with Rescue 20's Captain for an assignment. R20 Captain asked E301 crew to vent the "Charlie" side due to heavy smoke still lingering in the house. E301 brought ceiling hooks and an attic ladder inside and opened / broke windows on the C side. E301 crew then checked with R20 Captain for another assignment but was notified E301 could clear the call. E301 checked for a PAR, collected our equipment, swapped SCBA bottles, and returned to Station 301. Upon our return, E301 crew took our gear apart and bagged it. All crew members took showers (except the driver who never made entry) and the replacement gear was brought over by BAT301. E301 crew got into the new gear, topped off used bottles, and got back in service.

Automatic Aid Responses

Austin
 Manchaca – TCESD #5
 Lake Travis FR – TCESD #6
 Pedernales – TCESD #8
 Westlake – TCESD #9
 CE-Bar – TCESD #10
Total

May	
Received	Given To
8	18
0	0
0	1
0	2
0	0
0	0
8	21

2020	
Received	Given To
39	93
0	0
0	8
0	7
1	10
0	3
40	121

Mutual Aid Responses

North Hays County
Total

May	
Received	Given To
0	0
0	0

2020	
Received	Given To
0	3
0	3

Operations & Training

Unscheduled OT hours
 PTO hours taken
 Part Time hours
 Injuries
 Injuries lost time hours
 Physical Activity
 Volunteer Hours Contributed
 Training: Contact Classes Delivered
 Training: Contact Hours Delivered
 ENG301 Maintenance & Repair Costs
 QNT302 Maintenance & Repair Costs
 Staff Turnover

	May	2020
Unscheduled OT hours	296	1,990
PTO hours taken	591	3,114
Part Time hours	0	225
Injuries	0	0
Injuries lost time hours	76	1,089
Physical Activity	205	1,037
Volunteer Hours Contributed	12	228
Training: Contact Classes Delivered	761	2,909
Training: Contact Hours Delivered	1,590	7,158
ENG301 Maintenance & Repair Costs	\$0	\$3,205
QNT302 Maintenance & Repair Costs	\$0	\$8,464
Staff Turnover	0	0

Special Projects Status

- Repairs to the concrete drain in front of truck bay #2 at Station 301 are scheduled to commence on Monday, June 22. We intend to have this failed section repaired and then evaluate repairs to other bays as the need dictates (based on wear and any signs of failure).
- The Station 301 expansion bids were sent out on June 16 with proposals due July 8. At least three vendors with a history of dealing with Fire Stations or similar type properties were contacted (including the firm that built the station). Plans were submitted to the Travis County Fire Marshal's Office on June 17 for review.
- Our 90th percentile response time for May was 11:21 with an overall average response time of 8:21.

