

**SOUTHWEST LEON COUNTY ESD #2  
BOARD OF COMMISSIONERS MEETING**

**MINUTES:**

**June 20, 2023**

1. Hank Dembosky called the meeting to order at 6:00 PM.
  2. Hank Dembosky led the Board in prayer.
  3. Hank Dembosky led the Board in the pledges of allegiance.
  4. Guest (1) in attendance is noted on the attached Sign-In Sheet.
  5. Commissioners in attendance: President, Hank Dembosky; Vice President, Skip Smith; Treasurer, Tiffani McKinney; and Secretary, Claren Kotrla. Absent: Janey Shannon, Assistant Treasurer.
  6.
    - a. There was one invoice (9207) from the Carlton Law firm for \$482.00 for legal services. It was paid with check #1421. There was one payment to the HTL/VFD for \$63,750 for contract payment. It was paid with check #1427. The report presented by Tiffani McKinney was passed unanimously after a motion by Claren Kotrla and a second by Skip Smith.
    - b. The Financial report, which is included in the meeting attachments, was presented by Tiffani McKinney. The report was passed unanimously after a motion by Skip Smith and a second by Claren Kotrla.
  7. The HTLVFW/EMS February Activity Report (attached) presented by Sheri Guerra including information from Dennis Smith showed 15 HTLVFD hours response activity. The HTL VFD/ EMS monthly performance measures reported are noted in the activity report (attached to these minutes) were:
    - 20 Transports
    - Avg. Response Time: 6 min.45 sec.
    - Avg. Out-of-Chute Time: 00:02:03 min.
    - Fire Trainings: 10.5 hours
    - Volunteer Hours: 15 hours
- Sheri Guerra presented the enclosed financial, and activity reports. Upon presentation and review of the May VFD/EMS Financial and Activity Reports, the Board unanimously voted to accept the HTL VFD/EMS Financial and Operational Activity Reports after a motion by Tiffani McKinney and a second by Skip Smith. The motion passed unanimously.
8. The commissioners discussed and took action as needed on the following items.
    - (a.) ESD 2 received \$2,776.65 from the April tax collections.
    - (b.) ESD was not included in any county ARPA discussions. However, if any federal awards ever come to the ESD, we will be required to have any/all federally required policies and procedures in place.

- (c.) CERT Training will begin July 10 and will be held weekly on Monday night at 6:00PM for eight weeks.
  - (d.) See enclosed report.
  - (e.) See enclosed report.
9. The Board voted to use the Maximum Tax Rate To Adopt Without Petition, as prepared by The Carlton Law Firm from the certified tax roll provided by the Leon County Central Appraisal District as the ESD operating budget for FY 23-24. Motion was made by Skip Smith and Seconded by Tiffani McKinney. Motion passed unanimously.
  10. The Board discussed the Carlton Law firm memo dated June 7, 2023 (attached). The Tax Budget and Planning Calendar for 2023 was reviewed and discussed. We will follow the maximum tax rate to adopt without petition calendar timeline, having the July meeting a week later (7/25/23). Motion was made by Tiffani McKinney and seconded by Skip Smith to accept and adopt the tax and budget calendar as amended. Motion passed unanimously.
  11. It was discussed that the SAFE-D website provides the required status, accessibility and posting requirements No action was taken regarding District website status.
  12. The board voted to approve the \$7,633.00 ESD 2 share of the Leon County Appraisal District's FY 2023-2924 budget. The motion was made by Tiffany McKinney, seconded by Claren Kotrla and passed unanimously.
  13. The May Minutes were approved unanimously with a motion by Skip Smith and a second Tiffani McKinney.
  14. Members were advised to follow up on their training certificates with Safe D. Dembosky provided a certificate (1 hr.) for file.
  15. There were no comments in the Open Forum.
  16. There were no Public Comments
  17. Due to scheduling conflicts the board will meet July 25, 2023 at 6:00PM.
  18. Motion to adjourn was made by Tiffani McKinney and seconded by Claren Kotrla. Motion passed unanimously and adjourned at 7:40 PM.

Respectfully submitted by Claren Kotrla, Board Secretary.