



*Travis County Emergency Services*

*District No. 2*

*Fiscal Year 2022*

*Proposed Budget*

*September 9, 2021*



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Mission

*Travis County Emergency Services District No. 2's mission is to provide public safety services to the community.*

We are committed to the preservation of life and property, in that order. We will meet those needs by being a high performing fire department that educates the community, administers the fire code, prepares for and responds to incidents involving Emergency Medical Services, Fire, Hazardous Materials, Water Rescues, Trench Rescues, Confined Space Rescues, High and Low Angle Rescues, Building Collapses, Transportation Accidents, Unsafe Conditions, and Public Assistance.

### Vision

*We serve and protect health and safety and strive to enhance the quality of life. We are recognized as the Fire Department that goes above and beyond, providing superior levels of traditional and innovative services.*

Our vision outlines what our organization will be in the future. It is a beacon for planning for the future as we continue to meet demands of our constituency. We will maximize commonly accepted methodologies to go beyond traditionally accepted practices to better serve our community.

### Motto

“Because We Care”, our core values, ethics and commitment to excellence are on display in all we do.



Information about the Travis County Emergency Services District No. 2 fiscal year 2022 Budget is available online at  
[www.pflugervillefire.org](http://www.pflugervillefire.org)

For more information about the budget you may contact the Finance Section at (512) 251-2801 or visit the Administration Building at 203 E. Pecan Street, Pflugerville, TX 78660



## TRAVIS COUNTY COMMISSIONERS COURT

Andy Brown, County Judge

Jeff Travillion, Precinct One

Brigid Shea, Precinct Two

Ann Howard, Precinct Three

Margaret Gómez, Precinct Four

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 BOARD OF COMMISSIONERS

Michael Bessner, President

Rico Reyes, Vice President

Michael Howe, Treasurer

April Griffin, Assistant Treasurer

Robert Turner, Secretary

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 MANAGEMENT

Ronald Moellenberg, Fire Chief

Nicholas Perkins, Assistant Fire Chief

Mark Moellenberg, Deputy Fire Chief

AJ Stacer, Deputy Fire Chief

Dan Berger, Community Risk Reduction Director

Jessica Frazier, Finance Director

Victor Gonzalez, IT/Special Projects Director

Robert Humphrey, Human Resources Director

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 MEDICAL DIRECTOR

Dr. Michael Zimmerman



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## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Governance Background

The Travis County Commissioners Court is the governing body of Travis County. The Commissioners Court consists of the elected County Judge and four elected precinct Commissioners. The four precinct Commissioners traditionally represent their constituents on all precinct-specific issues before the Court. Other duties include nominating individuals for appointment to the boards of Emergency Services Districts located in their precincts.

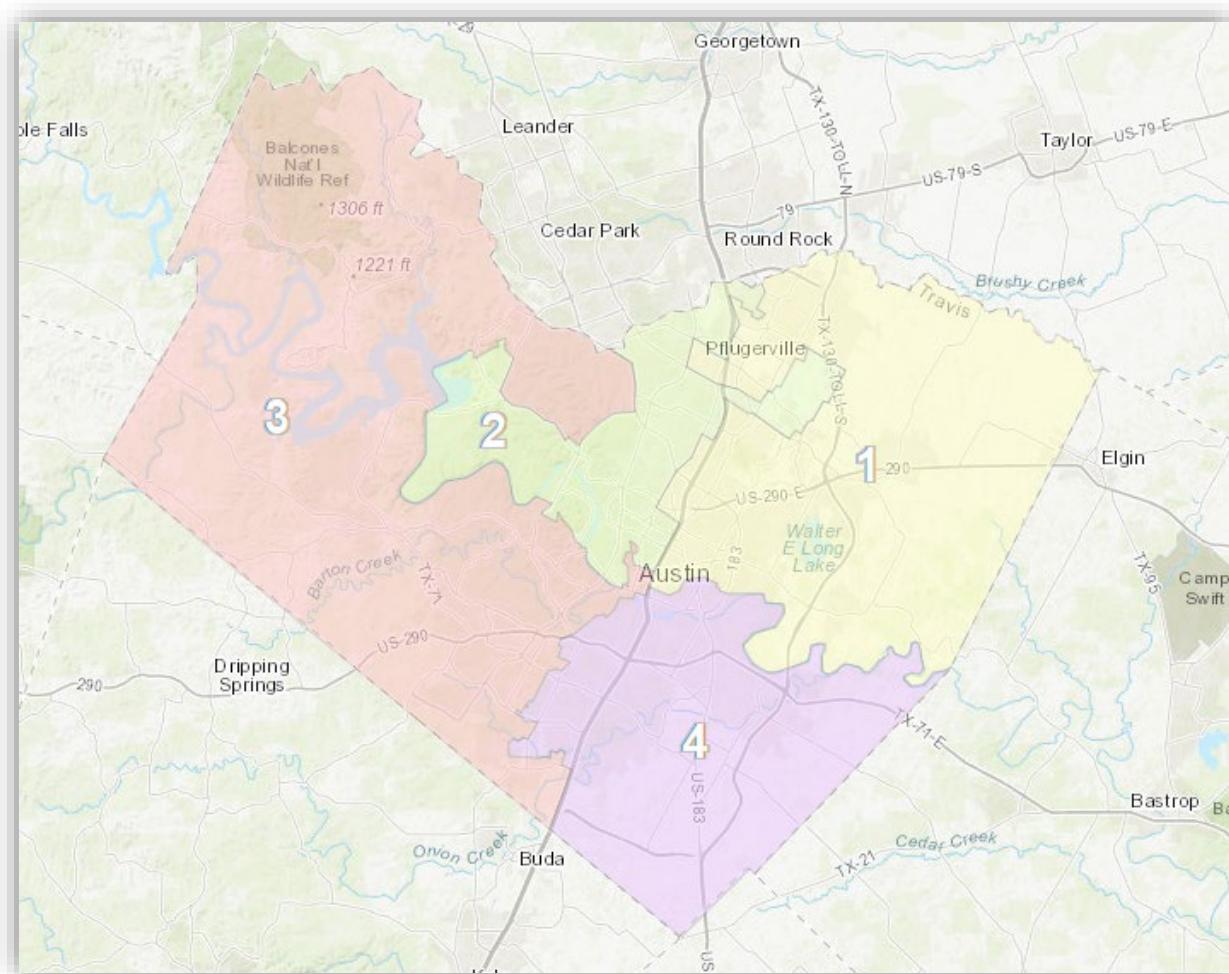


Figure 1 - Travis County Precincts

Source: <https://www.traviscountytexas.gov/maps/gis-comm-pct>



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Governance Background (continued)

An Emergency Services District (ESD) is a political subdivision of the State of Texas. There are 17 ESDs in Travis County. ESDs are subject to the provisions in the Texas Health and Safety code Chapter 775. ESDs have the authority to levy ad valorem (property) tax.

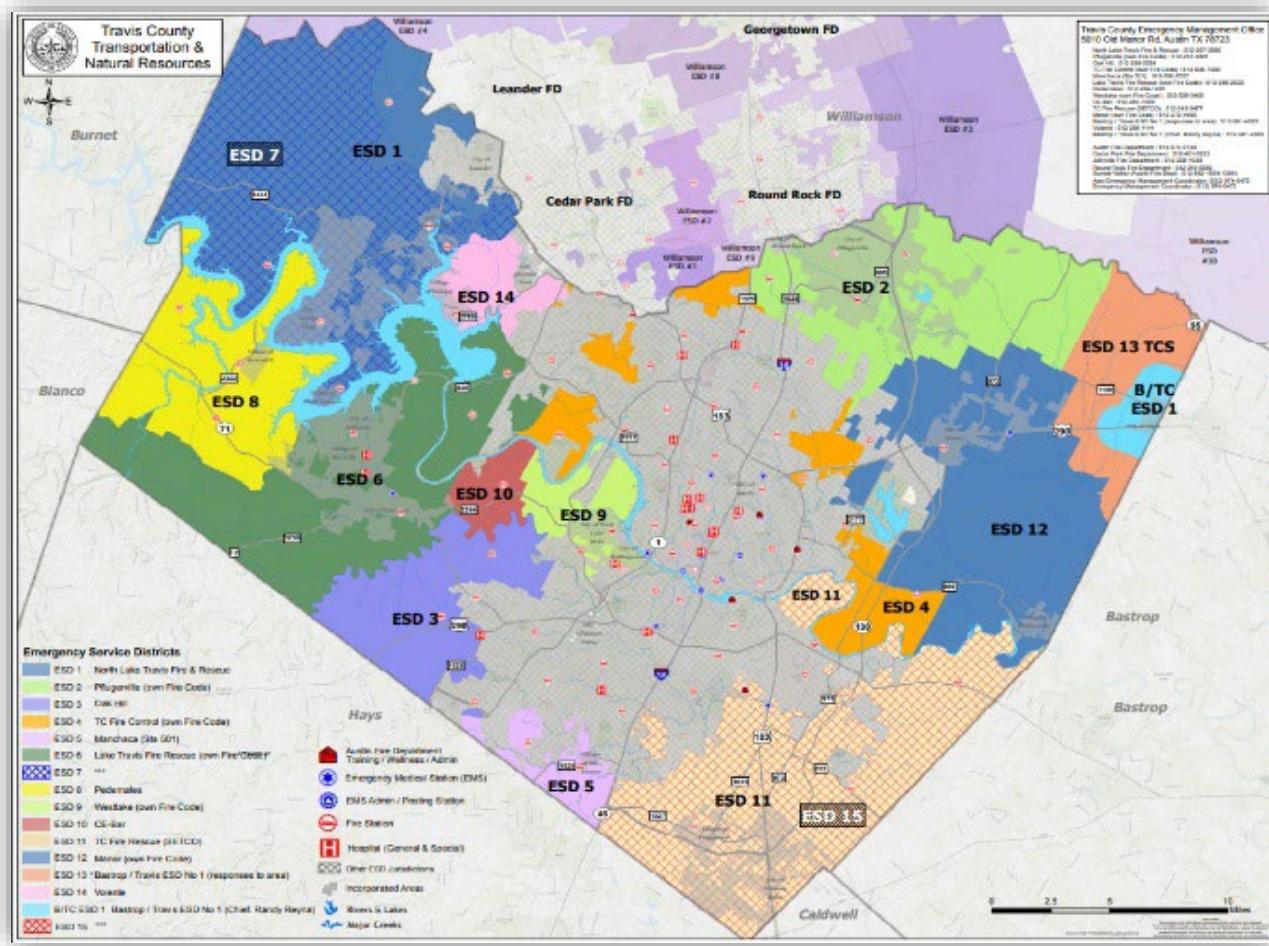


Figure 2- Travis County Emergency Services Districts

Source: [https://www.traviscountytx.gov/images/maps/ESD\\_map.pdf](https://www.traviscountytx.gov/images/maps/ESD_map.pdf)

The Texas Constitution states that ESDs may tax up to a max of \$0.10 per \$100 of property valuation (a home certified at \$100,000 will help fund the ESD by \$100 a year). The ESD's creation documents establish the District's initial tax rate limit. ESDs may also collect sales tax, provided an election is held and voters approve this power. In Texas, 8.25% is the maximum allowed sales tax rate. The state collects 6.25%, leaving 2% available to eligible local jurisdictions, including ESDs. An ESD may collect anywhere from 0.125% to 2% of the local sales tax rate depending on availability and subject to voter approval.



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Governance Background (continued)

The Travis County Commissioners' Court appoints five members to the Travis County Emergency Services District Number 2 (TCESD2) Board of Commissioners who govern the operations of TCESD2. They are appointed to staggered two-year terms, represent a cross-section of the TCESD2 and meet on a regular basis to determine administrative policy and perform financial oversight.



Rico Reyes  
Board Vice President



Mike Bessner  
Board President



Mike Howe  
Board Treasurer



Robert Turner  
Board Secretary



April Griffin  
Board Assistant Treasurer

The TCESD2 Board of Commissioners appoints the District's Fire Chief. He/she is authorized to organize and direct the operations in an efficient and effective manner. The current Fire Chief is Ronald Moellenberg and he has been employed as the Fire chief since 1986.



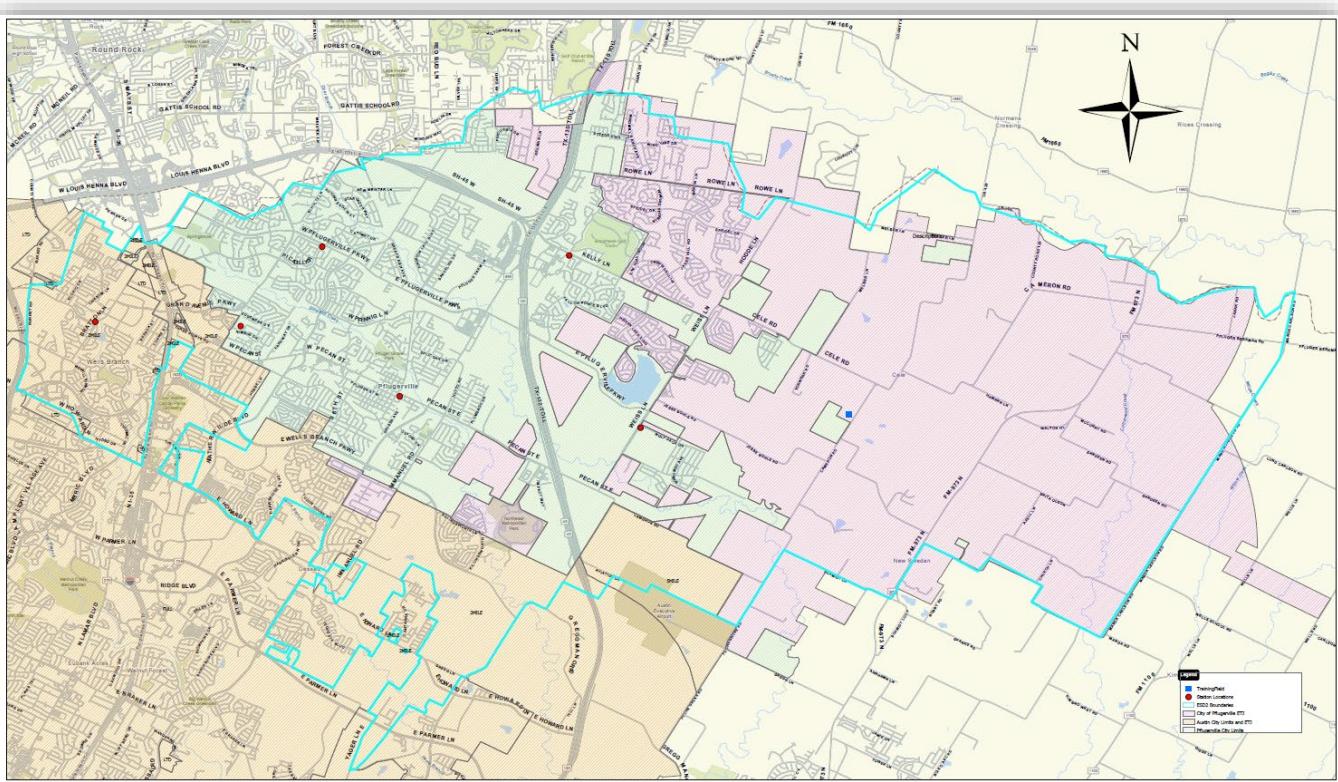
Ronald G. Moellenberg  
Fire Chief



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Service Area

TCESD2 was created according to Chapter 775 of the Texas Health and Safety Code. TCESD2 provides fire prevention, fire suppression and emergency medical services to an estimated population of more than 139,000 residents in an area of about 75 square miles in northeast Travis County. It was created in 1992 when local property owners voted to convert an existing rural fire prevention district to the current emergency services district.



<https://www.pflugervillefire.org/district-map/>

The service area is roughly bounded by Farm-to-Market Road 1325 in the West, the Travis-Williamson County line on the North, Manda Carlson Road and Cameron Road on the East, and Yager Lane, Dessau Road and Howard Lane on the South. The City of Pflugerville lies within the boundaries of the District and there are two large municipal utility districts included, Wells Branch and Northtown.



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Organizational Information History of the Department

Before there was a formal fire department in Pflugerville, the local merchants took care of business by keeping fire buckets under the porch of Steger's Store which was located at the present-day corner of Pecan and First Street. Whenever there was a fire, someone would sound an alarm by firing a shotgun in the middle of the street and citizens gathered with fire buckets to form a bucket brigade to extinguish fires.

As the community grew and Central Texas was experiencing the historic drought of the 1950s, concerned citizens canvassed their neighbors seeking donations to purchase a fire truck. In 1955, the Pflugerville Volunteer Fire Department was formally chartered, and a fire truck was purchased for \$4,000. On the day the truck was delivered volunteer firefighters had to respond to a building fire. In October 1955, the Volunteer Fire Department purchased the land where the local men's shooting and bowling club "Schuetzen Kegel Verein" was located for just \$10.

After the Schuetzen Kegel Verein was razed, some of the timbers were used in the construction of the first fire station that became known as the Fire Hall. Fire Hall was built close to Pecan Street where the Fire Administration Building currently stands. Many community group gatherings, sock hops, birthday parties and the annual Firemen's Bar-B-Que were held at the Fire Hall. To the rear of the Fire Hall property a little league baseball field was built, and the Volunteer Firefighters sponsored Little League Baseball Teams and kept the field ready for use.

The Fire Hall was dedicated in 1956 with the hope that "...the equipment housed...may not be needed, but at the same time it is the purpose and the desire of the Fire Department to stand ready at any and all times to make use of this equipment to the saving of property and of...lives" (excerpt from the actual dedication ceremony.)

The night of July 21, 1971 was a pivotal historic moment for the Pflugerville Volunteer Fire Department when a structure fire burned in downtown Pflugerville destroying an entire block. Inadequate water supply was an instrumental threat in efforts to combat the fire. The incident resulted in the Department realizing that their equipment was not sufficient to respond adequately and began initiatives to improve firefighting capability.

In 1985, Pflugerville Volunteer Firefighters led an effort to form a rural fire prevention district to address increased service demands because of the rapid growth and development in the Pflugerville area.



Figure 3 – Main Street Pflugerville July 21, 1971



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### History of the Department (continued)

Travis County Rural Fire Prevention District (RFPD) No. 3 became a reality in August 1985 with voters overwhelming support thus providing a stable funding source for fire protection. The RFPD was supported with a 3-cent tax limit on each \$100 of appraised property value.

Growth in the community continued and demand for services steadily increased. In an effort to more adequately support the Department, a vote was called to convert the RFPD to an Emergency Services District. Travis County Emergency Services District Number 2 (TCESD2) became a reality on January 18, 1992. The voter-approved legislation allowed for the creation of the current TCESD2 and a new limit of 10-cents property tax per \$100 of appraised value.

Late in 1992 TCESD2 assumed responsibility for equipment and assets from the Volunteer Fire Department. Volunteer staff also became employees of the District. This move created a governmental umbrella of operations for fire and emergency services.

In 1996 the TCESD2 received voter approval for the sale of bonds that were used to acquire much needed emergency equipment and begin construction of facilities. The bond sales allowed the District to build Fire Station 3 on Kelly Lane; Fire Station 4 on Pflugerville Parkway; relocate Fire Station 2 on Thermal Drive and build the present Fire Station 2 on Bratton Lane; and, replace the old fire station on Pecan Street with the current Central Fire Station (Station 1). The Training Field located on Cameron Rd. was also included in the facility construction funded by the bond sale which all concluded in 1999 with the completion of the new Central Fire Station.

When the District assumed responsibility for employees in 1992, there were only two full-time employees, the Fire Chief and an Administrative Assistant. The firefighting force was mostly comprised of volunteers and a handful of part-time firefighters who also worked for other fire departments in the area. The first three full-time firefighters were hired in April 1996, then in February 1998 an additional 12 firefighters were hired.

Since that time the service demand and required staffing continued to grow. The District has since replaced all volunteer and part-time staff with full-time career firefighters who also are certified as EMTs or Paramedics and added support staff. In 2018 there were a total of 131 authorized firefighter positions and 21 civilian employees. During fiscal year 2018 the District assumed full responsibility for the provision of emergency ambulance services. Previously that service was provided by Austin-Travis County EMS via a contract with Travis County, but that contract only provided two full-time ambulances to be stationed in TCESD2.



Figure 4 – TCESD2 Paramedics



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### History of the Department (continued)

Whenever those units were busy or not available, other units from across the County were relied upon. Because of increased service demand and increasing growth and development in the service area, the District was compelled to act. Initially it was planned that the District would augment the existing system and grow service gradually. However, a rapid escalation of the expansion plan became necessary when Austin-Travis County EMS removed its two ambulances in response to changes in their contract with Travis County. In 2017 the District stepped up its plan and began operating four ambulances along with paramedic squads as staffing levels permitted. A fifth ambulance was added in 2020.

In 2021 the District delivers its services using the resources housed in its five fire stations. This includes one or more of the five engine companies with 4 persons each; one quint (aerial) with 4 persons; 5 ambulances (with 2 persons with at least one of which is credentialed as Firefighter/Paramedic); and, 2 paramedic squads (when staffing levels allow). Appropriate command, accountability, and safety personnel are also dispatched as needed.

In 1998 there were 2,327 emergency incidents. By the end of FY20 the District responded to more than 12,700 emergency incidents with the majority (75%) of those being emergency medical in nature.

Planning for two additional fire stations is included for Fiscal Year 2022. Fire Station #6 is estimated to be completed in late 2022 and Fire Station 7 is in the initial planning phases.



Figure 5 – TCESD2 Fire and EMS Operations Section Command Staff with Chief Moellenberg and AC Perkins



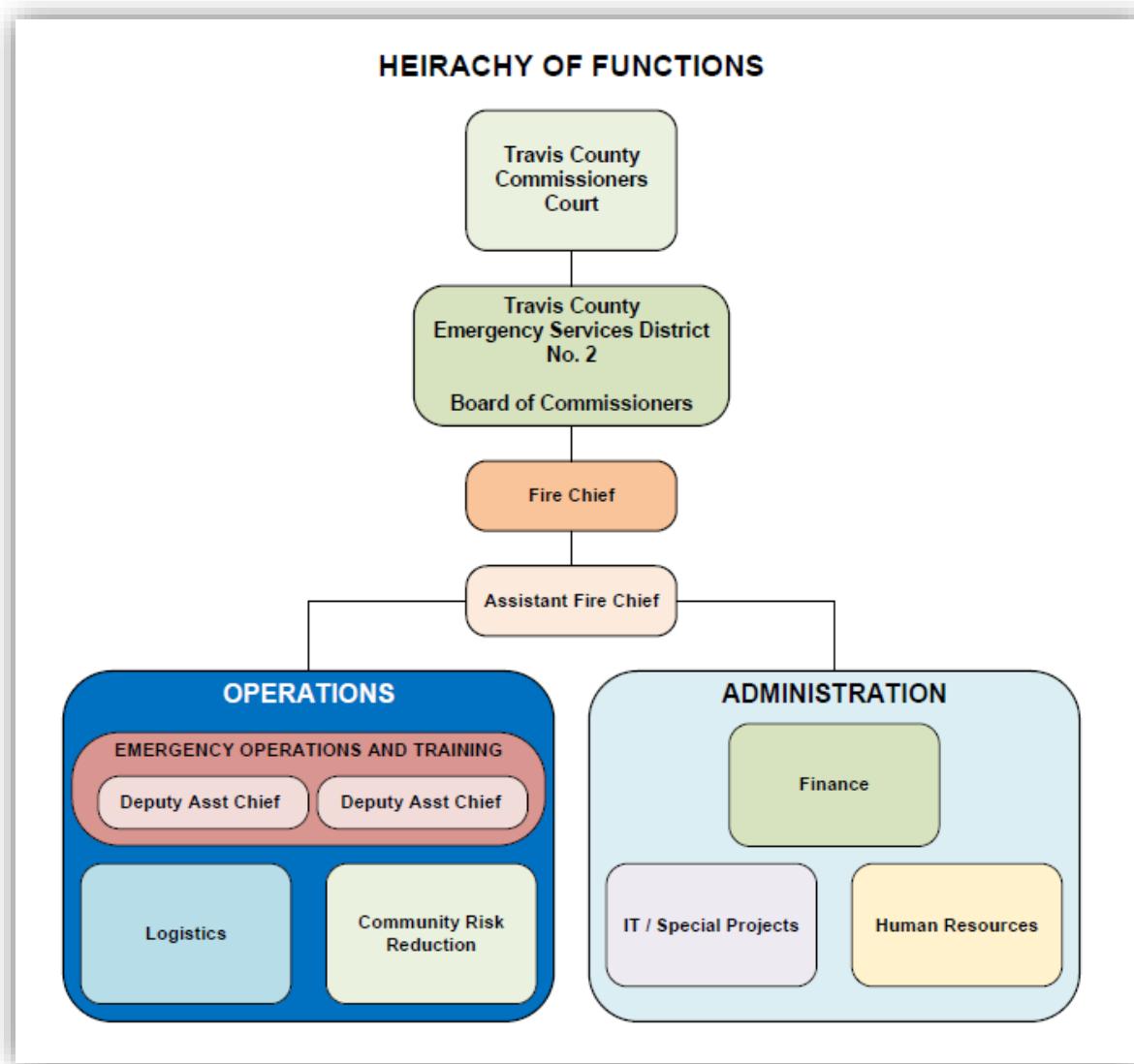
## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Organizational Information (continued)

#### Department Operations

TCESD2, also referred to as the Pflugerville Fire Department, and “The District”, has a great responsibility in providing fire suppression, fire prevention, and first response emergency medical care covering approximately 75 square miles with staff and equipment working out of four fire stations ready 24 hours a day. TCESD2 has 4 sections: Fire and EMS Operations, Finance, Human Resources, and Logistics.

#### TCESD2 Functional Organization Chart

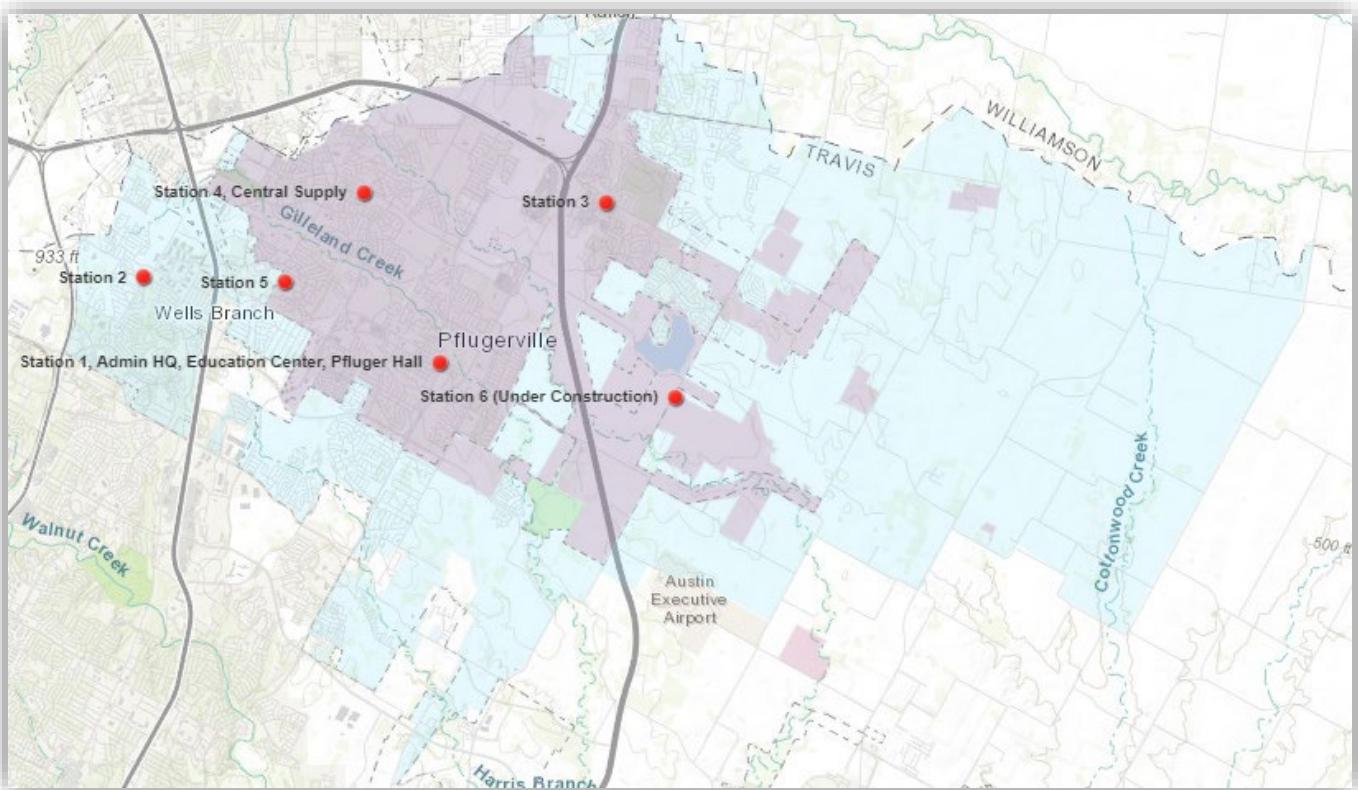


See appendix for detailed chain of command organizational chart.



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Fire Stations and Facilities



#### Fire Stations

- Fire Station #1 – 203 E Pecan Street, Pflugerville, TX 78660
- Fire Station #2 – 15300 Bratton Lane, Austin, TX 78728
- Fire Station #3 - 2301 Kelly Lane, Pflugerville, TX 78660
- Fire Station #4 – 911 Pflugerville Parkway, Pflugerville, TX 78660
- Fire Station #5 – 1541 W. Pflugerville Loop, Pflugerville, TX 78660
- Fire Station #6 (permitting phase) – Weiss Lane, Pflugerville, TX 78660

#### Facilities

- Administration Building – 201 E Pecan Street, Pflugerville, TX 78660
- Conference and Education Center (CEC) – 201B E Pecan Street, Pflugerville, TX 78660
- Pfluger Hall – 203B E Pecan Street, Pflugerville, TX
- Training Field - 18412 Cameron Road, Street, Manor, TX 78653
- Central Supply Facility- 911B Pflugerville Parkway, Pflugerville, TX 78660



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

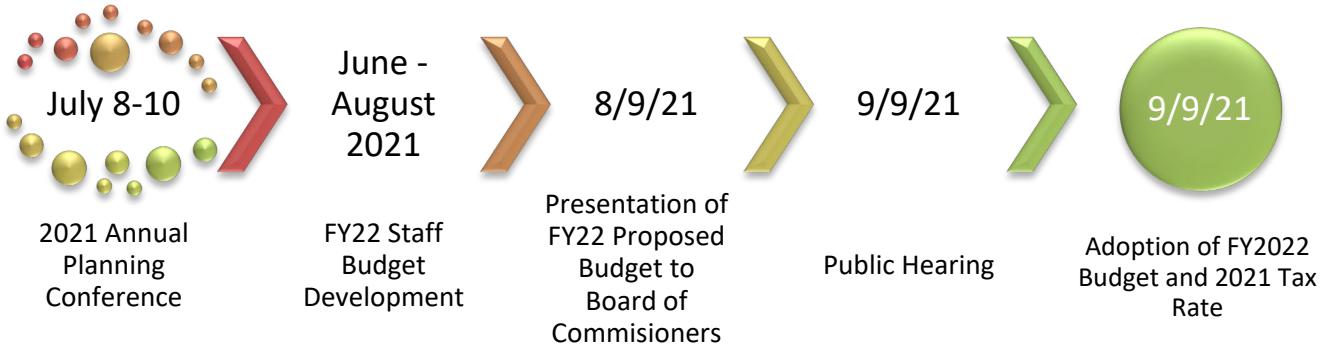
### Budget Development Process

The TCESD2 budget process is formally initiated with the Planning Conference which is an annual retreat of the District's executive team and the Board of Commissioners. The purpose of the retreat is to discuss the upcoming fiscal year budget and the related goals and priorities from the Strategic Plan.

The Planning Conference held in July 2021 included a presentation regarding the District's Standard of Cover Analysis for emergency medical services and a five-year financial forecast was presented regarding implementation of the District's Strategic Plan goals and objectives. The Board also invited community stakeholders to provide input on the future of the department and emergency medical services.

Throughout July and August 2021, the TCESD2 staff developed and finalized the proposed unit budgets. Once the staff complete their review, the rest of the budget cycle leans heavily on the Board of Commissioners' review and input from the public. Requirements to set the property tax rate varies depending on the rate approved, but typically include at least one public hearing.

### Budget Development Calendar



### Budget Amendment Process

Budget amendments are permitted once the fiscal year budget has been approved by the Board of Commissioners throughout the fiscal year. The budget is approved at a fund summary category level by the Board of Commissioners. Amendments to the Approved Budget that would require movement of funds between fund summary categories must be reviewed and approved by the Board of Commissioners at publicly held meetings. Amendments to the Approved Budget that include line-item changes that are within budget units must be reviewed and approved by the Finance Director and the Fire Chief.



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Fiscal Year 2022 Proposed Budget Significant Changes

#### **Operating Budget (General, Facility and Grant Fund)**

##### Revenue

The FY22 Proposed Budget revenue is projected to increase \$2.8 million or 9% from the FY21 Amended Budget. Significant items include:

Total taxable property value increased from 2020 to 2021 by 14%. The FY22 Proposed Property tax revenue increased by \$900,000 or 7% with a tax rate of \$0.09 per \$100 valuation compared to FY21 Amended Budget revenue.

Sales tax revenue has been extremely volatile since March 2020 so the FY21 Amended Budget amount was set extremely conservatively at the same level as the FY20 budgeted amount. The FY22 Sales tax revenue Budget is \$2.2 million or 17% higher than FY21 Amended amount. This reflects an estimated 4% increase above the FY21 receipts.

Emergency Medical Services (EMS) revenue is projected to increase from FY21 to FY22 by \$362,000 or 18% due to proposed EMS fee increases and call volume increases due to continued population growth in the District.

Other revenue items include grant revenue that will decrease significantly as we near the end of the FY16 SAFER grant performance period and start mid fiscal year FY22 with the FY18 SAFER grant new hire process; facilities use revenue has been eliminated due to the City of Pflugerville vacating the first floor of the CEC September 30<sup>th</sup>.

##### Expenditures

The FY22 Budget operating expenditures are projected to increase \$1.5 million or 5% from the FY21 Amended Budget. Significant items include:

The District is adding 20 new full-time equivalent (FTE) positions in FY22. The staffing factor calculation was retooled and revealed a need for 13 additional Emergency response positions (7 firefighters and 6 Apparatus Specialists). It also incorporated the need for additional emergency response positions to backfill for the firefighters participating in the paramedic training program which resulted in the need for 7 new FTEs (1 Paramedic Instructor and 6 Paramedic Students.)

The District is implementing an updated restructuring of staffing in FY22 and is reclassifying positions vacated during the FY21 COVID 19 restructuring which is a net zero impact to the FY22 budget.

#### **Capital Budget (Capital Fund)**

The FY22 Capital Budget includes expenditures for the continuation of construction projects for New Fire Station #6 and the Training Field project with debt financing for the construction projects with payments to begin in FY23. Also included for FY22 are continuation of one engine refurbishment started in FY21, a replacement aerial apparatus, a replacement ambulance, replacement of support vehicles to 4x4 capability, and repurposing of a reserve engine for roadway safety (blocking) purposes.



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Staffing

	FY21 Approved	FY22 Proposed
<b>OPERATIONS</b>		
<b>Emergency Operations and Training</b>		
Fire Chief	1	1
Assistant Fire Chief	1	1
Deputy Fire Chief	2	2
Battalion Chief	4	4
Captain - CO / Safety / FTO	11	11
Lieutenant - CO / AO/ RRO	16	16
EMS Field Trainer	3	3
Apparatus Specialist	18	24
Firefighter	108	115
Paramedic Instructor		1
Paramedic Students		6
HS Academy Coordinator	1	1
EMS Ed Coordinator	1	1
EMS QM Coordinator	1	1
Fleet & Equip Coordinator	1	
Health & Fit Coordinator	1	1
Office Manager		1
Admin Tech	1	2
<b>Emergency Ops and Training Total</b>	<b>170</b>	<b>191</b>
Logistics	8	6
Community Risk Reduction	7	5
<b>OPERATIONS TOTAL</b>	<b>185</b>	<b>202</b>
<b>ADMINISTRATION</b>		
Finance	5	7
Human Resources	4	2
Special Projects/IT		3
<b>ADMINISTRATION TOTAL</b>	<b>9</b>	<b>12</b>
<b>TOTAL AUTHORIZED FTE</b>	<b>194</b>	<b>214</b>



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Fund Level Budget Information

The accounting for the District all rolls up to the General Fund for auditing and financial statement purposes, but for functional reporting purposes there are five sub-funds that are actively utilized within the District: General fund, Facilities fund, Grants fund and Capital Projects fund.

- The General fund (GEN) is utilized for most of the District's operational budget expenses for daily functions and services and includes cash transfers to other funds.
- The Facilities fund (FAC) accounts for the revenue and expenses related to the operation of Pfluger Hall.
- The Grants fund (G03) for FY22 is being utilized to track revenue and expenses related to the District's FEMA FP&S grant.
- The Regional Grant Fund (RGR) is utilized to track the revenue and expenses related to the District's FY19 FEMA Regional Assistance to Firefighters grant. Revenue and expenses from this fund are not included in the operating budget because it represents grant funding and expenses for eight fire departments in the Central Texas area and revenue and expenses net to zero. Grant revenue and expense applicable specifically to TCESD2 are accounted for in the TCESD2 Operating budget.
- The Capital Projects fund (CAP) contains capital project revenue and expenditures for large projects such as construction of new facilities, large improvements/renovations, and the purchase of vehicles and large equipment. Capital projects are funded through a mix of debt and cash funding. Cash funding transferred to the Capital Projects fund from the General Fund is reflected as Revenue in CAP and expense in GEN.

The following pages will contain the following Budget summaries: Operating, Regional Grant and Capital. The Operating budget includes the General, Facilities and Grants funds. The Regional Grant Fund contains just the activities related to the FY19 FEMA Regional Assistance to Firefighters grant. The Capital budget will reflect the full cash outlay and revenue for all capital projects.



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Operating Budget Summary

#### Travis County ESD No. 2 Operating Budget - AS OF 8/31/21

Total Authorized FTEs	192	194	194	214	
	FY 20 Actual	FY21 Approved Budget	FY21 Amended Budget	FY21 End of Year Estimate	FY22 Proposed Budget
<b>BEGINNING BALANCE</b>	<b>\$ 15,068,049</b>	<b>\$ 16,488,964</b>		<b>\$ 19,572,031</b>	<b>\$ 21,463,996</b>
<b>Sources of Funds</b>					
Property Taxes - ESD2	\$ 13,105,961	\$ 13,204,044	\$ 13,204,044	\$ 14,074,797	\$ 14,125,471
Sales Tax	\$ 13,732,900	\$ 12,831,917	\$ 12,831,917	\$ 14,413,176	\$ 15,031,514
Fire & EMS Revenue	\$ 2,253,189	\$ 2,060,000	\$ 2,060,000	\$ 2,216,000	\$ 2,421,800
Grant Revenue	\$ 706,475	\$ 555,731	\$ 646,640	\$ 372,243	\$ 166,509
Other Revenue	\$ 805,371	\$ 272,079	\$ 272,079	\$ 1,052,711	\$ 226,759
Pfluger Hall Revenue	\$ 47,999	\$ 61,161	\$ 61,161	\$ 28,520	\$ 50,500
FP&S Grant Revenue	\$ 88,860	\$ 136,942	\$ 136,942	\$ 102,502	\$ -
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 30,740,755</b>	<b>\$ 29,121,873</b>	<b>\$ 29,212,782</b>	<b>\$ 32,259,949</b>	<b>\$ 32,022,553</b>
<b>Uses of Funds</b>					
<b>Operating Budget</b>					
Salaries and Benefits	\$ 17,856,013	\$ 20,745,696	\$ 20,745,696	\$ 18,722,333	\$ 21,807,779
Operations	\$ 2,185,073	\$ 3,088,304	\$ 3,011,019	\$ 2,731,514	\$ 3,296,140
General and Administrative	\$ 2,337,477	\$ 3,085,427	\$ 3,108,347	\$ 2,679,791	\$ 3,316,219
Community Risk Reduction	\$ 34,211	\$ 132,258	\$ 132,258	\$ 27,000	\$ 151,557
Pfluger Hall Expense	\$ 201,234	\$ 150,100	\$ 134,544	\$ 85,210	\$ 143,471
FP&S Grant Program Exp	\$ 93,302	\$ 136,942	\$ 136,942	\$ 136,942	\$ -
<b>Total Operating Budget</b>	<b>\$ 22,707,310</b>	<b>\$ 27,338,727</b>	<b>\$ 27,268,806</b>	<b>\$ 24,382,790</b>	<b>\$ 28,715,166</b>
				7%	5%
<b>Capital Project Funding</b>					
Debt Service Payments	\$ 2,353,302	\$ 2,449,613	\$ 3,784,718	\$ 3,926,951	\$ 1,475,507
Capital Projects - Imp	\$ 648,396	\$ 435,001	\$ 765,000	\$ 517,608	\$ 940,200
Capital Projects - Veh/Eq	\$ 527,765	\$ 618,573	\$ 1,068,998	\$ 1,772,621	\$ 1,500,507
Capital Projects - Other	\$ -	\$ 2,000	\$ 2,000	\$ 59,486	\$ 2,000
<b>Total Capital Funding</b>	<b>\$ 3,529,463</b>	<b>\$ 3,505,187</b>	<b>\$ 5,620,716</b>	<b>\$ 6,276,666</b>	<b>\$ 3,918,214</b>
<b>TOTAL USES OF FUNDS</b>	<b>\$ 26,236,773</b>	<b>\$ 30,843,914</b>	<b>\$ 32,889,522</b>	<b>\$ 30,659,456</b>	<b>\$ 32,633,380</b>
Other Sources/uses of Funds	\$ -	\$ -	\$ -	\$ 291,473	\$ 225,787
Sources - Uses	\$ 4,503,982	\$ (1,722,041)	\$ (3,676,740)	\$ 1,891,966	\$ (385,040)
<b>ENDING BALANCE (Total)</b>	<b>\$ 19,572,031</b>	<b>\$ 18,266,923</b>		<b>\$ 21,463,996</b>	<b>\$ 21,078,956</b>
Restricted Balance	\$ 3,500,000	\$ 3,500,000		\$ 3,500,000	\$ 3,500,000
Reserve Requirement (3 mo. Operating)	\$ 6,916,517	\$ 6,834,682		\$ 6,095,698	\$ 7,178,792
Over/(Under) Restricted & Reserve	\$ 9,155,514	\$ 7,932,241		\$ 11,868,299	\$ 10,400,165



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Operating Budget Expense Detail

General Fund	FY21 Amended Budget	FY21 End of Year Estimate	FY22 Proposed Budget
<b>Salaries &amp; Benefits</b>	<b>\$ 20,745,696</b>	<b>\$ 18,722,333</b>	<b>\$ 21,807,779</b>
5000 Payroll Expenses	\$ 16,840,291	\$ 15,062,797	\$ 17,532,914
5100 Employee Benefits	\$ 3,905,405	\$ 3,659,536	\$ 4,274,865
<b>Operations</b>	<b>\$ 3,011,019</b>	<b>\$ 2,731,514</b>	<b>\$ 3,296,140</b>
5170 Wellness Program	\$ 230,270	\$ 386,311	\$ 149,916
5200 Supply & Material Mgmt	\$ 574,122	\$ 449,004	\$ 606,941
5310 Systems & Equipment Maintenance	\$ 55,900	\$ 55,400	\$ 56,798
5340 Communications Systems	\$ 15,000	\$ 10,001	\$ 15,000
5350 Dispatch and Access Fees	\$ 58,698	\$ 55,000	\$ 65,000
5400 Fleet Operations	\$ 158,300	\$ 144,300	\$ 158,300
5500 Fleet Maintenance	\$ 384,002	\$ 360,266	\$ 412,227
5600 PPE/Uniform	\$ 835,911	\$ 733,643	\$ 1,069,943
5800 Training Program	\$ 377,497	\$ 316,007	\$ 470,655
6100 Dues & Subscriptions	\$ 84,420	\$ 76,582	\$ 6,410
6640 Other Professional Services	\$ 78,450	\$ 10,000	\$ 78,450
7600 Non Capital expense	\$ 158,450	\$ 135,000	\$ 206,500
<b>General and Administrative</b>	<b>\$ 3,108,347</b>	<b>\$ 2,679,791</b>	<b>\$ 3,316,219</b>
5170 Wellness Program	\$ -	\$ 3,545	\$ 9,091
5200 Supply & Material Mgmt	\$ 98,435	\$ 85,800	\$ 111,013
5310 Systems & Equipment Maintenance	\$ 67,300	\$ 50,824	\$ 42,000
5340 Communications Systems	\$ 112,750	\$ 99,500	\$ 105,250
5350 Dispatch and Access Fees	\$ 278,370	\$ 220,908	\$ 224,615
5400 Fleet Operations	\$ 5,500	\$ 2,600	\$ 5,400
5500 Fleet Maintenance	\$ 12,560	\$ 6,150	\$ 7,075
5600 PPE/Uniform	\$ 3,160	\$ 1,572	\$ 4,120
5700 Recruiting & Retention	\$ 116,191	\$ 40,631	\$ 99,744
5800 Training Program	\$ 34,552	\$ 15,981	\$ 38,970
6100 Dues & Subscriptions	\$ 104,905	\$ 100,235	\$ 321,738
6200 Administrative Services	\$ 246,303	\$ 220,637	\$ 284,762
6310 Commissioners	\$ 17,900	\$ 11,985	\$ 15,625
6320 Commissioners - Travel	\$ 9,325	\$ 5,393	\$ 10,075
6360 Staff - General Business Travel	\$ 16,850	\$ 12,665	\$ 17,880
6610 Legal Counsel	\$ 158,000	\$ 155,000	\$ 169,700
6620 Financial Services	\$ 564,113	\$ 565,000	\$ 682,184
6640 Other Professional Services	\$ 631,940	\$ 630,756	\$ 660,860
6710 Utilities	\$ 270,473	\$ 221,248	\$ 230,966
6750 Maintenance	\$ 161,537	\$ 112,475	\$ 123,650
6770 Services	\$ 84,153	\$ 87,436	\$ 83,501
7600 Non Capital expense	\$ 114,031	\$ 29,500	\$ 68,000



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Operating Budget Expense Detail (continued)

General Fund	FY21 Amended Budget	FY21 End of Year Estimate	FY22 Proposed Budget
<b>Community Risk Reduction</b>	\$ 132,258	\$ 27,000	\$ 151,557
5200 Supply & Material Mgmt	\$ 500	\$ 500	\$ 500
5400 Fleet Operations	\$ 2,000	\$ 2,000	\$ 2,000
5500 Fleet Maintenance	\$ 14,050	\$ 3,725	\$ 6,190
5600 PPE/Uniform	\$ 4,900	\$ 500	\$ 3,500
5800 Training Program	\$ 47,508	\$ 4,000	\$ 25,362
5900 Public Education/Outreach	\$ 41,000	\$ 6,500	\$ 23,410
6100 Dues & Subscriptions	\$ 9,775	\$ 9,775	\$ 380
6640 Other Professional Services	\$ 12,525	\$ -	\$ 90,215
<b>FAC Capital Projects</b>	\$ 29,444	\$ 20,723	\$ 45,000
7530 Improvements	\$ 29,444	\$ 20,723	\$ 45,000
<b>FAC Gen and Admin</b>	\$ 105,100	\$ 64,487	\$ 98,471
5200 Supply & Material Mgmt	\$ 2,400	\$ 150	\$ 1,200
6200 Administrative Services	\$ 4,150	\$ 1,650	\$ 3,810
6630 Public Relations	\$ 200	\$ -	\$ 200
6710 Utilities	\$ 16,750	\$ 13,725	\$ 14,846
6750 Maintenance	\$ 15,500	\$ 6,350	\$ 9,000
6770 Services	\$ 40,100	\$ 17,612	\$ 43,415
6999 Management Expense	\$ 25,000	\$ 25,000	\$ 25,000
7600 Non Capital expense	\$ 1,000	\$ -	\$ 1,000
<b>FP&amp;S Grant Expense</b>	\$ 136,942	\$ 136,942	
5000 Payroll Expenses	\$ 33,909	\$ 33,909	
5100 Employee Benefits	\$ 4,661	\$ 4,661	
5900 Public Education/Outreach	\$ 88,434	\$ 88,434	
6200 Administrative Services	\$ 5,904	\$ 5,904	
6620 Financial Services	\$ 3,750	\$ 3,750	
6640 Other Professional Services	\$ 284	\$ 284	



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Regional Grant Fund Budget Summary

#### Travis County ESD No. 2 Regional Grant Budget - AS OF 8/31/21

AFG Regional Grant Fund	FY21 Approved Budget	FY21 Amended Budget	FY21 End of Year Estimate	FY22 Proposed Budget
Beginning Balance	\$ -		\$ -	\$ -
Grant Revenue	\$ -	\$ 1,181,618	\$ 1,059,600	
Partner Department Match	\$ -	\$ 118,162	\$ 105,960	
	\$ -	\$ 1,299,780	\$ 1,165,560	\$ -
Project Expense (Physicals)	\$ -	\$ 1,299,780	\$ 1,165,560	\$ -
Revenue - Expenses	\$ -	\$ -	\$ -	\$ -
Ending balance	\$ -		\$ -	\$ -



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Capital Projects Fund Budget Summary

#### Travis County ESD No. 2 CAP Fund Summary as of 8/31/21

Capital Projects Fund	FY20 Actual	FY21 Approved Budget	FY21 Amended Budget	FY21 End of Year Estimate	FY22 Proposed Budget
<b>BEGINNING BALANCE</b>	\$ 2,047,585	\$ -	\$ -	\$ 20,675	\$ 563
<b>Sources of Funds</b>					
Transfer from Gen Fund	\$ 1,176,162	\$ 1,055,573	\$ 1,895,419	\$ 2,349,715	\$ 2,442,707
Proceeds from Loans	\$ 3,194,830	\$ 7,495,902	\$ 7,045,477	\$ -	\$ 11,004,291
Interest Income	\$ 24,919	\$ -	\$ -	\$ 150	\$ -
Miscellaneous	\$ -	\$ (150,726)	\$ -	\$ (2,650)	\$ (225,787)
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 4,395,911</b>	<b>\$ 8,400,749</b>	<b>\$ 8,940,896</b>	<b>\$ 2,347,215</b>	<b>\$ 13,221,211</b>
<b>Uses of Funds</b>					
General & Administrative	\$ 2,038	\$ 2,000	\$ 2,000	\$ -	\$ 2,000
Vehicles and Equipment	\$ 2,479,830	\$ 2,084,791	\$ 2,119,712	\$ 1,849,719	\$ 2,965,507
Improvements	\$ 311,526	\$ 435,000	\$ 750,000	\$ 124,780	\$ 940,230
Buildings	\$ 3,629,427	\$ 5,928,958	\$ 5,928,958	\$ 392,828	\$ 9,314,037
<b>TOTAL USES OF FUNDS</b>	<b>\$ 6,422,821</b>	<b>\$ 8,400,749</b>	<b>\$ 8,800,670</b>	<b>\$ 2,367,327</b>	<b>\$ 13,221,774</b>
Sources - Uses	\$ (2,026,910)	\$ -	\$ 140,226	\$ (20,112)	\$ (563)
<b>ENDING BALANCE</b>	<b>\$ 20,675</b>	<b>\$ -</b>	<b>\$ 140,226</b>	<b>\$ 563</b>	<b>\$ 0</b>



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Capital Projects Fund Expense Detail

#### Travis County ESD No. 2 Capital Project Appropriations as of 8/31/21

	FY20 Actual	FY21 Approved Budget	FY21 Amended Budget	FY21 End of Year Estimate	FY22 Proposed Budget
<b>Spending Plan (cash flow, project schedule)</b>	\$ 6,422,821	\$ 8,400,749	\$ 8,800,670	\$ 2,367,327	\$ 13,221,774
<b>Appropriations</b>		\$ 2,228,500	\$ 2,228,500		\$ 5,350,834
Appropriation Balance	\$ 12,573,222	\$ 6,400,972		\$ 12,484,395	\$ 4,563,455
<b>Funding Plan</b>					
Cash	\$ 1,176,162	\$ 1,055,573	\$ 1,895,419	\$ 2,349,715	\$ 2,442,707
Interest Income	\$ 24,919	\$ -	\$ -	\$ 150	\$ -
Debt (Amount funded, NOT payment)	\$ 3,194,830	\$ 7,495,902	\$ 7,045,477	\$ -	\$ 11,004,291
Other - transfer to/from GEN		\$ (150,726)	\$ -	\$ (2,650)	\$ (225,787)
<b>Total</b>	<b>\$ 4,395,911</b>	<b>\$ 8,400,749</b>	<b>\$ 8,940,896</b>	<b>\$ 2,347,215</b>	<b>\$ 13,221,211</b>
<b>Funding Balance</b>	<b>\$ 20,675</b>	<b>\$ (0)</b>		<b>\$ 563</b>	<b>\$ 0</b>
<b>Capital Fund Spending Plan Components</b>	<b>FY20 Actual</b>	<b>FY21 Approved Budget</b>	<b>FY21 Amended Budget</b>	<b>FY21 End of Year Estimate</b>	<b>FY22 Proposed Budget</b>
Bank Fees	\$ 2,038	\$ 2,000	\$ 2,000	\$ -	\$ 2,000
Construction of C Rec. and S05	\$ 3,432,727	\$ -	\$ -	\$ -	
Construction of Station 6	\$ 196,700	\$ 5,202,327	\$ 5,202,327	\$ 338,331	\$ 7,097,036
Training Field Project	\$ -	\$ 726,631	\$ 726,631	\$ 54,497	\$ 2,217,001
FY19 Capital Equip and Vehicles	\$ 104,937	\$ 87,773	\$ 87,773	\$ 40,370	\$ 47,403
FY19 Capital Improvements	\$ 240,097	\$ -	\$ -	\$ 3,000	\$ -
FY20 Capital Equip and Vehicles	\$ 1,995,202	\$ 128,000	\$ 128,000	\$ 388,536	\$ -
FY20 Capital Improvements	\$ 71,429	\$ 90,000	\$ 90,000	\$ 71,780	\$ -
FY21 Capital Improvements		\$ 345,000	\$ 660,000	\$ 50,000	\$ 450,000
New Ambulance S06		\$ 344,509	\$ 344,509	\$ 323,914	\$ 20,595
Ambulance replace VIN802		\$ 344,509	\$ 344,509	\$ 320,286	\$ 24,223
Engine Refurbishment VIN812		\$ 435,000	\$ 435,000	\$ 210,424	\$ 224,577
Engine Refurbishment VIN456		\$ 435,000	\$ 435,000	\$ 436,703	\$ -
Brush Truck Addition		\$ 260,000	\$ 285,500	\$ 70,000	\$ 214,309
FY22 Capital Improvements		\$ -	\$ -	\$ -	\$ 490,230
Ops items to CAP	\$ 379,691		\$ 59,421	\$ 59,486	\$ -
New Aerial: Repl VIN#224					\$ 1,690,000
Ambulance Repl VN#690					\$ 354,400
4x4 Vehicle Replacements					\$ 310,000
Repurp Engine - Roadway Safety					\$ 80,000
<b>TOTAL</b>	<b>\$ 6,422,821</b>	<b>\$ 8,400,749</b>	<b>\$ 8,800,670</b>	<b>\$ 2,367,327</b>	<b>\$ 13,221,774</b>



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### APPENDIX



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Appendix A – Fee Schedule

Fee Category	Description	FY21 Approved Fee	Measure	FY22 Proposed Fee	Measure	Change
Open records	Request for Incident Report or Public Record	\$ 2.00	Per record request	\$ 2.00	Per record request (Prime rate + 1%)/365	
Late Fees	Invoices unpaid after 30 days of invoice date				Unpaid balance per day	New FY22
<b>EMS Transport Charges</b>						
	ALS 2 Travis County	\$ 966.00		\$ 1,076.00		\$ 110.00
	ALS 2 Half Charge Travis County	\$ 615.00		\$ 615.00		
	ALS ER Half Charge Travis County	\$ 515.00		\$ 515.00		
	ALS ER Travis County	\$ 901.00		\$ 1,011.00		\$ 110.00
	ALS NON ER Travis County	\$ 901.00		\$ 901.00		
	BLS ER Half Charge Travis County	\$ 415.50		\$ 415.50		
	BLSER Travis County	\$ 831.00		\$ 941.00		\$ 110.00
	BLS Non ER Travis County	\$ 831.00		\$ 831.00		
	Mileage Half Charge Travis County	\$ 6.75		\$ 6.75		
	Mileage Travis County	\$ 13.50		\$ 13.50		
	ALS Disposable Supplies			\$ 350.00		New FY22
	BLS Disposable Supplies			\$ 250.00		New FY22
	Oxygen			\$ 119.00		New FY22
	Treatment, no transport			\$ 150.00		New FY22
<b>Emergency Response</b>						
False Alarms	First false alarm within a rolling 12 months	No Charge		No Charge		
	Second false alarm within a rolling 12 months	No Charge		No Charge		
	Third false alarm within a rolling 12 months	No Charge		No Charge		
	Fourth false alarm within a rolling 12 months - Single Family Residential	\$ 50.00		\$ 50.00		
	Fifth and after false alarm within a rolling 12 months - Single Family Residential	\$ 100.00		\$ 100.00		
	Fourth false alarm within a rolling 12 months - All others	\$ 400.00		\$ 400.00		
	Fifth and after false alarm within a rolling 12 months - All others	\$ 500.00		\$ 500.00		
<b>Fire Inspection*</b>						
	Open Burning Permit Fee	\$ 50.00		\$ 50.00		
	Adoption/Foster Care Fire Inspection Fee	\$ 50.00		\$ 50.00		
	Requested Fire Inspection Fee	\$ 100.00		\$ 100.00		
	Fire Re-inspection Fee	\$ 100.00	Per inspection per hour with 2 hour minimum	\$ 100.00	Per inspection per hour with 2 hour minimum	
	After Hours Fire Inspection Fee or Standby Fee	\$ 100.00		\$ 100.00		
*Fire inspection fees apply to Travis County ESD No. 2 District boundaries exclusive of the City of Pflugerville city limits						
<b>Development Services*</b>						
Building Plan Reviews	Building Plan Review Fee	\$150 plus \$0.15 per square foot		\$150 plus \$0.15 per square foot		
	Building Shell Plan Review Fee	\$150 plus \$0.10 per square foot		\$150 plus \$0.10 per square foot		
	Building Finish Out or Remodel Plan Review Fee	\$150 plus \$0.10 per square foot		\$150 plus \$0.10 per square foot		
	Subdivision Plan Review Fee	\$ 150.00 per section or phase		\$ 150.00 per section or phase		
	Commercial Site Plan Review Fee	\$ 300.00 per section or phase		\$ 300.00 per section or phase		
	Special Project Plan Review Fee	\$ 300.00		\$ 300.00		
	Plan Resubmittal Fee			\$ 100.00	Per project, per review after the 3rd	New FY22
	Emergency Responder Radio Coverage Plan Review Fee			\$ 300.00		New FY22



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Appendix A – Fee Schedule (continued)

Fee Category	Description	FY21 Approved Fee	Measure	FY22 Proposed Fee	Measure	Change
Fire System Permit Fees	Fire Alarm System Permit Fee	\$300 plus \$0.75 per device quantity over 100	per building	\$300 plus \$0.75 per device quantity over 100	per building	
	Fire Sprinkler Permit Fee	\$ 600.00 per riser		\$ 600.00 per riser		
	Fire Standpipe Permit Fee	\$ 150.00 per riser		\$ 150.00 per riser		
	Fire Pump Permit Fee	\$ 375.00		\$ 375.00		
	Fire System Acceptance Test Fee (for fewer than 20 heads. If more than 20 heads must do Fire Sprinkler Permit)	\$ 150.00 per test		\$ 150.00 per test		
	Automatic Extinguishing System Permit	\$ 300.00 per system		\$ 300.00 per system		
Miscellaneous Permit Fees	Access Control Gate Permit Fee	\$ 150.00		\$ 150.00		
	Hazardous Materials Tank Installation Permit Fee	\$ 375.00		\$ 375.00		
	High-Piled Storage Permit Fee	\$ 375.00		\$ 375.00		
	Paint and Powder Coating Operations Permit Fee	\$ 375.00		\$ 375.00		
	Special Event Permit Fee	\$ 300.00		\$ 300.00		
	Tent or Membrane Structure Permit Fee	\$ 150.00		\$ 150.00		
*Development Services fees apply to Travis County ESD No. 2 District boundaries exclusive of the City of Pflugerville city limits						
<b>Conference and Education Center (CEC)</b>						
Pfluger Hall	CEC Classroom Deposit	\$ 100.00	per classroom	\$ 100.00	per classroom	
	Rental fee for 1 Classroom - 1st hour	\$ 75.00	for first hour	\$ 75.00	for first hour	
	Rental fee for 1 Classroom - Additional Hours	\$ 50.00	each additional hour	\$ 50.00	each additional hour	
	Rental fee for 2 Classrooms - 1st hour	\$ 125.00	for first hour	\$ 125.00	for first hour	
	Rental fee for 2 Classrooms - Additional Hours	\$ 75.00	each additional hour	\$ 75.00	each additional hour	
	Rental fee for 3 Classrooms - 1st hour	\$ 150.00	for first hour	\$ 150.00	for first hour	
	Rental fee for 3 Classrooms - Additional Hours	\$ 100.00	each additional hour	\$ 100.00	each additional hour	
	Audio-visual usage fee	\$ 250.00	per day	\$ 250.00	per day	



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

The following Appendices B through E will appear in the final FY22 Approved Budget Document:

Appendix B – Certificate for Resolution Adopting the Budget

Appendix C – Resolution Adopting the Budget

Appendix D – Certificate for Order Levying Taxes

Appendix E – Order Levying Tax



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### Appendix F – Chain of Command Organization Chart

