



BRACKEN VOLUNTEER FIRE DEPARTMENT

23600 FM3009, San Antonio TX 78266
(210) 651-5762

FINAL NOTICE OF MEETING BRACKEN VOLUNTEER FIRE DEPARTMENT BOARD OF DIRECTORS

Notice is hereby given that on Monday, the 26th of June, 2023, the Board of Directors of the Bracken Volunteer Fire Department will hold a meeting at 7:00 PM in person at the Central Fire Station located at 23600 FM 3009, San Antonio, Texas.

The subjects to be discussed are listed on the agenda, which is a part of this notice. If, during the course of the meeting covered by this notice, the Board of Directors should determine that a closed meeting or session of the Board is required, then such closed meeting or session as authorized by the Texas Open Meetings Act will be held by the Board at the date, hour and place given in the notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed meeting concerning any and all purposes permitted by the Act.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed meeting, then the final action, decision or vote shall be in open session.

James P. Moreland . 06/22/2023
Signature

Secretary
Title

AGENDA

Regular Board Meeting

1. Call to Order & Opening Remarks (President Flink)
2. Pledges to the Flags (U.S. & Texas)
3. Approve minutes of the May 2023 meeting
4. Report of the Treasurer

Unfinished Business and General Orders

1. Fire Chief Report (Chief Donald Zipp)
2. Activity Report (Assistant Chief Bill Anz)
3. ESD Update (ESD representative)
4. Review, discuss and act as needed on Wages and retirement benefits (OPEN from May Meeting: Pay & Retirement Benefits Committee)
5. Review, discuss and act as needed on the 2024 budget recommendations from the Finance Committee (OPEN from May Meeting: Finance Committee)

New Business

1. Discuss and approve a donation in memory of Mark Schroeder
2. Discuss the potential sale of the Comal Station Building
3. Review, discuss and act as needed on the 2022 Auditor's Report
4. Review, discuss and act as needed on the 2024 Budget Submission to the ESD 6 Commission

Round Table – Additional comments/questions from Board Members.

Adjourn

Next scheduled meeting is July 24th, 2023 at 7:00 p.m.

Attachment:
Draft 2024 BVFD Budget Submission

ACCOUNT	Budget 2023	Budget 2024	% Incr. over 2023 Budget	\$ Incr. over 2023 Budget	% OF Total Budget
EXPENSE					
ADMINISTRATION					
Alarm System	300.00	300.00		\$ -	
Automation	17,000.00	20,000.00		\$ 3,000.00	
Bank Service Charge	100.00	100.00		\$ -	
Bookkeeping Expense	6,000.00	6,000.00		\$ -	
Directors					
Dues and Subscriptions	500.00	500.00		\$ -	
Gifts & Memorials					
Legal/Professional	8,000.00	8,000.00		\$ -	
Mailout	2,000.00	2,000.00		\$ -	
Membership Support					
Training	1,200.00	1,200.00		\$ -	
Mileage				\$ -	
Office Equipment	1,000.00	1,000.00		\$ -	
Office Equipment Maintenance	300.00	300.00		\$ -	
Office Supplies	1,800.00	1,800.00		\$ -	
Postage	150.00	150.00		\$ -	
TOTAL ADMINISTRATION	38,350.00	41,350.00	7.82%	\$ 3,000.00	1.87%
CAPITAL EXPENDITURES		0.00			
FIREFIGHTING & RESCUE					
Dues/Licenses(Firefighting)	4,000.00	4,000.00		\$ -	
Equipment-New					
Firefighting	5,000.00	5,000.00		\$ -	
Personnel	15,000.00	15,000.00		\$ -	
Radios/Pagers	7,000.00	10,000.00		\$ 3,000.00	
Rescue	2,000.00	2,000.00		\$ -	
Total Equipment-New	29,000.00	32,000.00	10.34%	\$ 3,000.00	
Fuel	25,000.00	25,000.00		\$ -	
Fire Prevention	2,000.00	2,000.00		\$ -	
Maintenance					
Equipment-Rescue	5,500.00	5,000.00		\$ (500.00)	
Equipment-Firefighting	16,000.00	16,000.00		\$ -	
Equipment-Personnel	5,000.00	4,500.00		\$ (500.00)	
Radios	4,000.00	4,000.00		\$ -	
Vehicles	30,000.00	32,000.00		\$ 2,000.00	
Total Maintenance	60,500.00	61,500.00	1.65%	\$ 1,000.00	
Supplies					
Firefighting	3,000.00	3,000.00		\$ -	
Rescue	3,000.00	3,000.00		\$ -	
Total Supplies	6,000.00	6,000.00	0.00%	\$ -	
Training					
Firefighting	15,000.00	15,000.00		\$ -	
Other					
Rescue	2,600.00	2,000.00		\$ (600.00)	
Total Training	17,600.00	17,000.00	-3.41%	\$ (600.00)	
TOTAL FIREFIGHTING & RESCUE	144,100.00	147,500.00	2.36%	\$ 3,400.00	6.67%

ACCOUNT	Budget 2023	Budget 2024	% Incr. over 2023 Budget	\$ Incr. over 2023 Budget	% OF Total Budget
INSURANCE					
Business/Liability	31,000.00	35,000.00		\$ 4,000.00	
TOTAL INSURANCE	31,000.00	35,000.00	12.903%	\$ 4,000.00	1.58%
DELAFIELD - STATION #2					
Repairs & Maintenance	5,000.00	5,000.00		\$ -	
Station Supplies	1,000.00	1,000.00		\$ -	
Telephone/Cable/Internet	2,700.00	2,700.00		\$ -	
Electric	3,500.00	4,000.00		\$ 500.00	
Gas	500.00	1,000.00		\$ 500.00	
Solid Waste Removal	300.00	300.00		\$ -	
Water	100.00	100.00		\$ -	
TOTAL DELAFIELD	13,100.00	14,100.00	7.634%	\$ 1,000.00	0.64%
MAINTENANCE					
Repairs & Maintenance	8,000.00	8,000.00		\$ -	
Station Supplies	2,000.00	2,000.00		\$ -	
Construction/Renovation				\$ -	
TOTAL MAINTENANCE	10,000.00	10,000.00	0.00%	\$ -	0.45%
PAYROLL EXPENSES					
ADP Invoice	5,600.00	5,800.00		\$ 200.00	
Dental/Vision	9,300.00	9,200.00		\$ (100.00)	
Employee Health/Life Insurance	178,100.00	142,500.00		\$ (35,600.00)	
Employer Payroll Tax	100,500.00	110,500.00		\$ 10,000.00	
Pension Expense	56,500.00	174,850.00		\$ 118,350.00	
Wages	1,256,200.00	1,381,200.00		\$ 125,000.00	
Workers Compensation Ins.	107,300.00	117,400.00		\$ 10,100.00	
TOTAL PAYROLL EXPENSES	1,713,500.00	1,941,450.00	13.30%	\$ 227,950.00	87.74%
UTILITIES					
Electric - Central Station	10,000.00	12,000.00		\$ 2,000.00	
Electric - Comal Station	500.00	500.00		\$ -	
Gas - Central Station	1,500.00	2,000.00		\$ 500.00	
Solid Waste Removal-Central	400.00	400.00		\$ -	
Telephone/Cable-Central	6,500.00	8,000.00		\$ 1,500.00	
Water - Central Station	70.00	100.00		\$ 30.00	
Water - Comal Station	400.00	400.00		\$ -	
TOTAL UTILITIES	19,370.00	23,400.00	20.81%	\$ 4,030.00	1.06%
TOTAL EXPENSE	1,969,420.00	2,212,800.00	12.36%	\$ 243,380.00	100.00%

7% INCREASE
\$ 5,800.00
\$ 9,200.00
\$ 142,500.00
\$ 110,500.00
\$ 170,050.00
\$ 1,346,600.00
\$ 115,000.00
\$ 1,899,650.00

Current ESD Contract \$	Proposed ESD Contract \$
\$ 1,969,420.00	\$ 2,212,800.00

Amount of Increase	% of Increase
\$ 243,380.00	12.36%