

**COMAL COUNTY**  
**EMERGENCY SERVICES DISTRICT #1**  
**BOARD OF COMMISSIONERS**  
**Board Meeting Minutes for April 19, 2018**

A Regular meeting of the ESD #1 Board was held at the Emergency Services Building at 353 Rodeo Drive, Spring Branch, Texas 78070 on Thursday the 19<sup>th</sup> of April 2018 beginning at 4:00 p.m.

**Discussion/Action Items:**

**1. Call meeting to order:** Having been duly posted the meeting was called to order at 3:59 pm by President Bill Gonser. Commissioners Mark Schmalz, Rhonda Zunker, Brad McMinn and Patrick Feely were present and a quorum was declared.

Guests in attendance: Mr. Mark Southwell – Chief/BSBES.

**Meeting Agenda**

**Public Comment:** In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners. Citizens' Comments are limited to 3 minutes per citizen.

**Discussion/Action items (continued)**

**2. Approve March 20, 2018 Regular Meeting minutes:** A motion was made by Rhonda Zunker and seconded by Brad McMinn to approve the minutes as presented. Motion carried.



**3. Review, consider, and accept monthly financial reports – Commissioner Zunker:** The financial report (attachment 1-a) shows an operating account balance of \$3,359,141.92 with \$36.66 in checks outstanding. (Rhonda Zunker). There are 3 outstanding bills totaling \$3,010.91 resulting in an available funds balance of \$3,356,094.35. The first bill is for Safe-D Membership in the amount of \$1,100.00. The second bill is for Rhonda Zunker (Norton) in the amount of \$97.41. The third bill is for Denton Navarro Rocha Bernal & Zech in the amount of \$1,813.50 (attachment 1-b). Attachment 1-c is the Operating Account History for April 2018. Attachment 1-d is the ESD1 Property Tax Remittances from Comal County and Interest Earned YTD.

**4. Consider and approve bills/invoice to be paid – Commissioner Zunker:** Amended with additional invoice for AR Technology in the amount of \$300.00 (attachment 2) Motion made by Brad McMinn to approve and seconded by Rhonda Zunker.

**5. Review and approve a contract with M&S Engineering for drainage improvements and extending the concrete apron at Station 2. – Commissioner Gonser .** (attachment 3) Motion made by Pat Feely to approve and seconded by Brad McMinn.

**6. Receive and discuss progress reports from the BBSBES board and standing ESD committees – All commissioner;** (attachment 4) Move service provider agreement from June 1<sup>st</sup> to July. Deadline date not changed. Motion to approve made by Rhonda Zunker and seconded by Bill Gonser.

BUDGET DEC. DATE

**7. Discuss agenda time and dates for next meeting(s) - All Commissioners;** The next regular meeting of ESD1 is scheduled for Thursday May 17th at 4:00 PM in BSBES Building at Rodeo Dr.

**Adjourn:** 4:58 pm – A motion to adjourn was made by Bill Gonser, seconded and approved.



Patrick Feely – Comal County ESD1 Secretary

Board Acceptance

5/17

2018



Patrick Feely

(Date)

(Signature)

**Attachments:**

*1-a: ESD1 Financial Report for April 2018*

*1-b: Invoice for Denton Navarro Rocha & Zech*

*1-c: ESD1 YTD Operating Account History*

*1-d: ESD1 Property Tax Remittances from Comal County earned YTD*

*2: AR Technology invoice*

*3: M&S Engineering drainage design proposal*

*4: BSB Chief report*



**Financial Report****Comal County ESD #1****April 17, 2018****Checking Account Balances (as of 04/17/2018):**

Operating Account BNB \$ 3,359,141.92

**Checks issued not cleared**

Rhonda Zunker	<u>36.66</u>	
Total outstanding		36.66

**Bills received or payments due**

Safe-D Membership	1,100.00
Rhonda Zunker (Norton)	97.41
Denton Navarro Rocha Bernal & Zech	1,813.50

Total Bills outstanding - 3,010.91

**Available Funds****\$3,356,094.35**

Finance Council met and to help the BSBES cash flow, we are requesting that all 3 ESD's make a onetime \$50,000 prepayment of their Service Provider payment with a subsequent reduction in the remaining monthly payments so that the total of 2018 payments still comes to amount budgeted. (see attached spreadsheet)

This would make our May 2018 payment \$235,000 with the monthly payments from June through December at \$177,857 each (reduced from 185,000).

RZ . Bgw

April 17, 2018  
attachment 1-a

**Denton Navarro Rocha Bernal & Zech, P. C.**

**A Professional Corporation**

**ATTORNEYS & COUNSELORS**

**2517 North Main Avenue**

**San Antonio, TX 78212**

**(210) 227-3243 Office (210) 225-4481 Fax**

**Tax ID # 74 259 3927**

**www.rampagelaw.com**

**STATEMENT**

**March 28, 2018**

**Rhonda Zunker  
Treasurer  
Comal County ESD #1  
353 Rodeo Drive  
Spring Branch, TX 78070**

**In Reference To: DNRB&Z #25089  
Comal County Emergency Service District #1 General Counsel**

<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Balance</b>
2/22/2018	Invoice #23576	156.00	156.00
3/28/2018	Invoice #23669	1,813.50	1,969.50
	Ending Balance		1,969.50
	Amount Due		1,969.50

<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	<b>120+ Days</b>
\$1,813.50	\$156.00	\$0.00	\$0.00	\$0.00

**Need a copy of your invoice, have questions or concerns, please contact Donald "Don" Kelsey in the Billing Department at (210) 227-3243.**

**RECEIVED APR 02 2018**

*April 17, 2018  
attachment 1-6*



Denton Navarro Rocha Bernal & Zech, P. C.  
A Professional Corporation  
Attorneys & Counselors  
2517 N. Main Avenue  
San Antonio, TX 78212  
(210) 227-3243 Office (210) 225-4481 Fax  
Tax ID # 74 259 3927  
www.rampagclaw.com

Attorney - Client Communication  
Privileged and Confidential

INVOICE NO. 23669

March 28, 2018

Rhonda Zunker  
Treasurer  
Comal County ESD #1  
353 Rodeo Drive  
Spring Branch, TX 78070

RE: DNRB&Z #25089  
Comal County Emergency Service District #1 General Counsel

Professional services

		<u>Hours</u>	<u>Amount</u>
2/4/2018	TDS Research provisions of Medicare reimbursement; research provisions governing subscription programs in Texas; pull relevant statutes and guidance material	1.80	351.00
2/9/2018	TDS Preparation for teleconference with President Gonser; teleconference to discuss Medicare and charge-offs	0.70	136.50
2/11/2018	TDS Additional research on the write-off of charges; review Interlocal Agreements, Bylaws, and Agreements in place between Non-profit and Districts	1.20	234.00
2/13/2018	TDS Research additional Office of Inspector General Opinions on Charge-offs and Indigent Programs	0.30	58.50
2/16/2018	TDS Review of Constitutional provisions, Attorney General Opinions and Texas Administrative Code provisions that govern debt, billing and subscription programs for Emergency Medical Services; begin drafting legal Memorandum	2.00	390.00
2/17/2018	TDS Complete initial draft of Billing Memorandum	3.00	585.00
2/20/2018	TDS Final edits to first draft of Billing Memorandum	0.30	58.50
	For professional services rendered		
	Previous balance	9.30	\$1,813.50 \$312.00
	Balance due		<u>\$2,125.50</u>

April 17, 2018  
attachment 1-b

DNRB&Z #25089

Comal County Emergency Service District #1 General Counsel

Attorney - Client Communication  
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Page 2

30 Days	60 Days	90 Days	120+ Days
\$156.00	\$0.00	\$0.00	\$156.00

Timekeeper Summary

Name	Hours	Rate	Amount
D. Santec	9.30	195.00	\$1,813.50

Thank you!

DENTON NAVARRO ROCHA BERNAL & ZECH  
A Professional Corporation

If you have any questions or concerns regarding this invoice, please contact Donald "Don" Kelsey at (210) 227-3243 or by email at [donald.kelsey@rampage-sa.com](mailto:donald.kelsey@rampage-sa.com)

April 17, 2018  
attachment 1-6

# CCESD #1 - Operating Account History

Date	Payee or Description of Transaction	Check #	Cleared	Debit	Credit	Balance	Balanced
1/1/2018	Balance Forwarded					1,557,545.27	
1/2/2018	Broadway Bank - Pmt on Station 3		x	19,225.00		1,538,320.27	
1/5/2018	BSBES - Service Provider Pmt		x	185,000.00		1,353,320.27	
1/8/2018	Comal County - Tax Collection		x		1,500,000.00	2,853,320.27	
	Comal County - Tax Collection		x		33,119.15	2,886,439.42	
1/16/2018	Interest earned on account		x		717.22	2,887,156.64	
1/18/2018	Rhonda Zunker - Treasurer's Bond	1107	x	795.00		2,886,361.64	
1/18/2018	Southside Bank - Annual Mtg Pmt Station 2	1108	x	98,077.99		2,788,283.65	
1/18/2018	Safe-D Conference	1109	x	765.00		2,787,518.65	
2/1/2018	BSBES - Service Provider Pmt		x	185,000.00		2,602,518.65	
2/1/2018	Broadway Bank - Pmt on Station 3		x	19,225.00		2,583,293.65	
2/8/2018	Comal County - Tax Collection		x		969,285.87	3,552,579.52	
2/16/2018	Interest earned on account				1,283.74	3,553,863.26	
3/1/2018	BSBES - Service Provider Pmt		x	185,000.00		3,368,863.26	
3/1/2018	Broadway Bank - Pmt on Station 3		x	19,225.00		3,349,638.26	
3/6/2018	Comal County - Tax Collection		x		178,212.28	3,527,850.54	
3/16/2018	Interest earned on account		x		1,166.32	3,529,016.86	
3/19/2018	Comal Appraisal District - refund		x		117.26	3,529,134.12	
3/20/2018	Check Voided - not used	1110	x			3,529,134.12	
3/20/2018	Comal Appraisal District	1111	x			3,505,941.30	
3/20/2018	US Postal Service - Box Rental	1112	x	23,192.82		3,505,871.30	
3/20/2018	Rhonda Zunker - address posting	1113		70.00		3,505,834.64	
3/20/2018	Bill Gonser (Safe-D reimbursement)	1114	x	36.66		3,505,834.64	
3/20/2018	Mark Schmalz	1115	x	310.40		3,505,524.24	
3/20/2018	Denton, Navarro Rocha Bernal & Zech	1116	x	573.36		3,504,950.88	
3/20/2018	VFIS (General Liability & D & O Ins.)	1117	x	156.00		3,504,794.88	
3/30/2018	BSBES - Service Provider Pmt		x	1,598.00		3,503,196.88	
4/2/2018	Broadway Bank - Pmt on Station 3		x	185,000.00		3,318,196.88	
4/6/2018	Comal County - Tax Collection		x	19,225.00		3,298,971.88	
4/16/2018	Interest earned on account		x		58,434.39	3,357,406.27	
4/16/2018	Excess Withdrawal Fee		x	5.00	1,703.99	3,359,110.26	
						3,359,105.26	

April 17, 2018  
attachment 1-C

**CCESD#1 PROPERTY TAX REMITTANCES FROM COMAL COUNTY**

<b><u>MONTH</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
JAN	\$ 1,166,234	1,319,077	1,125,502	1,533,119
FEB	728,628	752,756	1,118,564	969,286
MAR	220,714	270,391	214,697	178,212
APR	68,543	63,349	77,481	58,434
MAY	22,384	25,188	25,632	
JUN	28,716	30,222	38,558	
JUL	20,148	21,267	17,231	
AUG	26,434	22,396	24,812	
SEPT	8,472	14,978	11,164	
OCT	5,867	4,141	4,886	
NOV	7,759	23,971	105,444	
DEC	194,537	258,978	220,869	
TOTAL	<u>\$ 2,498,437</u>	<u>\$ 2,806,714</u>	<u>\$ 2,984,840</u>	<u>2,739,052</u>

The 2018 Budget for revenues from taxes & Interest is \$3,106,500.

The 2018 collections are \$202,808 ahead of 2017 collections.

<b><u>MONTH</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
JAN	418.30	315.50	717.22
FEB	569.61	579.50	1283.74
MAR	670.47	683.93	1166.32
APR	741.25	738.31	1703.99
MAY	576.20	655.02	
JUN	547.11	682.30	
JUL	492.83	682.75	
AUG	415.66	697.40	
SEPT	406.41	659.53	
OCT	316.03	541.68	
NOV	280.01	525.20	
DEC	270.32	521.06	
TOTAL	<u>5,704.20</u>	<u>7,282.18</u>	<u>4,871.27</u>
	<u>2,812,418</u>	<u>\$ 2,992,122</u>	<u>\$ 2,743,923</u>

*April 17, 2018  
attachment 1-d*



Description	Rate	Qty	Line Total
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Time	\$75.00	1	\$75.00
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(IT Support) Andy Roca – Mar  
28, 2018

Worked on ESD1 Secretary  
laptop - Java updates and  
Windows updates

Amount Due (USD)  
**\$300.00**

**Billed To**  
ESD 1  
United States

Time	\$75.00	1	\$75.00
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(IT Support) Andy Roca – Mar  
29, 2018

Met with Rhonda. Updated  
Credit Card for Norton  
Antivirus. Ensured that Norton  
renewal was correct. Updated  
ESD1@ccesd1.com to forward  
to ESD1 president and  
secretary

**Invoice Number**  
0000068

**Date of Issue**  
04/15/2018

**Due Date**  
04/30/2018

75 Tech Support	\$75.00	1	\$75.00
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(IT Support) Andy Roca – Apr  
5, 2018

Setup laptop for incoming vice  
treasurer - Troubleshoot laptop  
failing to boot - Returned  
laptop to Bret after  
determining that it was not  
cost effective to fix.

*April 17, 2018  
attachment 2*

4/17/2018

FreshBooks - Invoice 0000068

Time	\$75.00	1	\$75.00
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(IT Support) Andy Roca - Apr  
14, 2018

Review Microsoft account for  
ESD1 and forward information  
to Bret. Provide admin  
credentials to Bill to allow  
diagnostics to run.

Subtotal 300.00

Tax 0.00

Total 300.00

Amount Paid 0.00

Amount Due (USD) \$300.00

april 17, 2018  
attachment 2



**M&S ENGINEERING**  
CIVIL | ELECTRICAL | STRUCTURAL | MEP

376 LANDA STREET  
NEW BRAUNFELS, TX 78130  
(830) 629-2988 PH | (830) 885-2170 FX  
FIRM F-1394  
WWW.MSENGR.COM

August 18, 2017 (REVISED 4/18/2018)

Comal County Emergency Services District #1 (ESD)  
Attn: Bill Gonser, President  
353 Rodeo Drive  
Spring Branch, Texas 78070  
(281) 961-1044  
president@ccesd1.com

Reference: Bulverde-Spring Branch Fire & EMS Station #2 – Drainage Design

Mr. Gonser

Thank you for your interest in the unique capabilities of M&S Engineering (M&S) and allowing us the opportunity to work with you on this project. This proposal is based on our discussions with you and the following:

**Project Description**

1. The project site is located at 2016 Puter Creek Rd, Spring Branch, TX 78070.
2. It is our understanding that during large rainfall events Station #2 encounters stormwater runoff inside the station. The intent of the project is to provide a design of drainage infrastructure that will alleviate the potential of stormwater entering the station.
3. In addition, the ESD wishes to extend the length of the concrete apron in front of the bay doors by 15-feet to allow for truck parking.

**Scope of Work**

M&S Engineering will provide professional services to assist you with the engineering for the project as described above. Our proposal includes providing the following services in support of the engineering required for this project:

Civil Design

1. Dimensional site plan and details.
2. Site grading plan for proposed improvements.
3. Construction drawings and details for drainage infrastructure and concrete apron.
4. Drainage calculations to determine peak stormwater runoff in order to appropriately design proposed drainage improvements.
5. Prepare an Opinion of Probable Cost for the improvements.

Construction Support & Administration

1. Submittal reviews.
2. RFI coordination.
3. Our proposal includes allocations for two (2) construction site visits. Any additional site visits will be billed hourly as additional expense.



## M&S ENGINEERING

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### Assumptions

Our proposal is based on the following:

1. Free access to the site will be provided to M&S Staff.
2. Detailed topographic survey and imagery has been performed by ProSight and will be provided for the design. No additional on-ground survey is necessary for this scope of work.

### Pricing

M&S Engineering will provide the scope of work as described for the following amounts. The amounts below are lump sum unless noted otherwise.

Civil Design	\$8,000
Construction Admin	\$2,000 (Hourly not to Exceed)
<b>Total</b>	<b>\$ 10,000</b>

### Exclusions

1. M&S Engineering's proposal is exclusive of any federal, county, and city permits required for the project. All submittals of plans for building permits and payment of permits shall be done by others.
2. Engineering activities will be performed from our facilities in New Braunfels, TX. Local presence through the duration of this project will not be required.
3. Detailed bidding documents and technical specifications are excluded from this proposal.
4. Any service not specifically listed in the above scope of work is excluded from this proposal.

Our proposal is based upon work being performed per attached M&S standard terms and conditions. We truly appreciate the opportunity to support you in this project. If there is anything that you would like to discuss about this proposal, please do not hesitate to contact us. Should you find this proposal and terms acceptable, please indicate so by signing and dating this document below.

Sincerely,

Lance Klein, P.E., P.H., C.F.M.  
New Braunfels Civil Department Manager

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

April 11, 2018  
Lance Klein





# M & S ENGINEERING

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FIRM F-1394  
6477 FM 311  
SPRING BRANCH, TX 78070  
WWW.MSENGR.COM | (830) 228-5446

## Terms of Sale

The following terms of sale shall apply except as otherwise stated in written quotations or by written acceptance of an order or contract.

**PRICE POLICY** – Quotations are valid for 30 days from date of quotation unless otherwise notes. Prices quoted are firm for all services performed within 90 days after the date of quotation. Services performed later than 90 days from the date of quotation or later than the dates established in the quotation will be invoiced at prices in effect at time of performance.

**TERMS OF PAYMENT** – Terms of payment are net 30 days from date of invoice for services completed within a 30 day period. If payment is not received within 30 days, your project will be placed on hold and a charge of 1.5% per month will be added to the account until such time the account is made current. Reimbursable costs including, but not limited to, plotting, faxes, travel, or other reasonable expenses shall be billed at cost plus 15%.

**TERMINATION** – Any order or contract may be terminated or delayed by the Purchaser only upon payment of reasonable charges based upon expenses already incurred and commitments made by M&S Engineering. If Purchaser defaults in the performance of any payment obligation under this contract and fails to correct such default within seven (7) days following receipt of written notice thereof from M&S Engineering, LLC. M&S Engineering may, without prejudice to any other rights or remedies it may have, upon twenty-four (24) hour notice to Purchaser, cease performance of the contract and suspend its Work thereunder until such failure to pay is cured. In addition, in the event of Purchaser's and/or Owner's (a) bankruptcy, reorganization, receivership, insolvency, or making an assignment for the benefit of creditors, or (b) evidencing financial or organizational instability, M&S Engineering may, upon twenty-four (24) hour notice to Purchaser, cease performance of the Subcontract and suspend its Work thereunder until M&S Engineering, LLC receives reasonable assurance that its right to payment hereunder shall not be adversely impacted thereby.

**INDEMNIFICATION AND LIMITATION OF LIABILITIES** – Purchaser shall indemnify and hold harmless M&S Engineering, LLC, its owners, officers, employees, affiliated companies, parents, agents and representatives ("M&S Engineering, LLC Indemnitees") against any and all liabilities, claims, judgments, losses, orders, awards, damages, costs, fines, penalties, costs of defense, and reasonable attorney's fees ("Liabilities") to the extent they arise from or in connection with the willful misconduct or negligence of the Purchaser, its officers, employees, agents and/or representatives. Purchaser shall not be required hereunder to indemnify M&S Engineering, LLC Indemnitees to the extent of their negligence, act or omission, nor that of their invitees, workmen, subcontractors and/or suppliers or any of them. M&S Engineering, LLC shall not indemnify Purchaser, Owner, or any other party to the extent of such party's negligence, act or omission, nor that of their respective parents, affiliates, subsidiaries, agents, their officers, directors, shareholders, employees, agents, invitees, workmen, subcontractors and/or suppliers, (except for M&S Engineering, LLC's and its subcontractors and suppliers) or any of them. Except as expressly provided for herein, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INCIDENTAL, INDIRECT, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED TO ANY LOSS OF USE, LOSS OF BUSINESS OR LOSS OF PROFIT; provided, however, there shall be no limitation on a party's liability to the other for any fines or penalties imposed on the other party by any court of competent jurisdiction or federal, state or local administrative agency resulting from the failure of the party to comply with any term or condition of this Contract or any valid and applicable law, rule or regulation; provided further, and notwithstanding anything to the contrary contained in this agreement, M&S Engineering, LLC's total liability with respect to any and all claims, losses or damages shall not exceed the value of the services performed under the terms of this agreement.



**2018 Reimbursable & Miscellaneous Pricing**

**Date:** January 2, 2018

The following reimbursable schedule is in effect for the 2018 calendar year and will be reviewed annually for appropriate changes as may be required.

**Deliverable/Printing Pricing Schedule**

DESCRIPTION	COST
Small job books (1" to 1 1/2" binder)	\$25.00
Medium job books (2" to 2 1/2" binder)	\$45.00
Large job books (3" and above binder)	\$65.00
Plots - "C" size (18x 24) Black & White	\$1.50
Plots - "C" size (18x 24) Color	\$2.50
Plots - "D" size (22X34) Black & White	\$2.50
Plots - "D" size (22X34) Color	\$3.50

\*Any additional reimbursable items shall be billed at cost plus 15%.

- Shipping
  - All shipping of drawings, job books, and other deliverables will be invoiced based on actual cost plus 15%.

**Additional Equipment**

For site specific requirements that do not allow for access via 4x4 trucks, M&S will provide use of various all-terrain vehicles to facilitate field work. Reimbursement for usage of such equipment will be billed at the following rates:

Equipment	Rate
4 Wheeler	\$100/day
Utility Vehicle (Mule)	\$150/day

**Travel Reimbursement Rates**

- Hotel charges for overnight accommodations will be invoiced based upon actual cost plus 15%.
- Meals for traveling personnel will be invoiced based upon actual cost plus 15%.
- Air Travel
  - Air travel will be invoiced based on actual cost plus 15%.
    - Approval
      - Air travel costs in excess of \$500 per individual will require prior approval by client personnel requesting travel.
      - Air travel less than \$500 per individual will be considered pre-approved by client personnel requesting travel.
- Rental Car
  - Auto rentals (Including fuel) will be invoiced based upon actual cost plus 15%.
- Mileage
  - Vehicle mileage will be invoiced based upon current IRS standard rates (plus \$0.05 per mile for 4x4 vehicles)



**M&S ENGINEERING**  
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FIRM F-1394  
6477 FM 311  
SPRING BRANCH, TX 78070  
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### 2018 Engineering Rate Schedule

The following rate schedule is in effect for the 2018 calendar year and will be reviewed annually for appropriate changes as may be required

Labor Classification	Base Rate
Principal Engineer III	210.00
Principal Engineer II	200.00
Principal Engineer I	190.00
Senior Engineer IV/RPLS IV	180.00
Senior Engineer III/RPLS III	175.00
Senior Engineer II/RPLS II	170.00
Senior Engineer I/RPLS I	165.00
Project Engineer V	160.00
Project Engineer IV	155.00
Project Engineer III	150.00
Project Engineer II	145.00
Project Engineer I	135.00
Technical Specialist IV	155.00
Technical Specialist III	145.00
Technical Specialist II	135.00
Technical Specialist I	125.00
Graduate Engineer/SIT IV	130.00
Graduate Engineer/SIT III	120.00
Graduate Engineer/SIT II	110.00
Graduate Engineer/SIT I	100.00
Project Manager IV	180.00
Project Manager III	170.00
Project Manager II	160.00
Project Manager I	150.00

Labor Classification	Base Rate
Senior Technician IV	120.00
Senior Technician III	115.00
Senior Technician II	110.00
Senior Technician I	105.00
Project Technician V	100.00
Project Technician IV	95.00
Project Technician III	90.00
Project Technician II	85.00
Project Technician I	80.00
Technician IV	75.00
Technician III	70.00
Technician II	65.00
Technician I	60.00
1 Man Survey Crew	110.00
2 Man Survey Crew	155.00
3 Man Survey Crew	175.00
Senior CAD Operator II	85.00
Senior CAD Operator I	80.00
CAD Operator II	75.00
CAD Operator I	70.00
Administrative III	80.00
Administrative II	75.00
Administrative I	65.00
Software Level II	20.00
Software Level I	10.00

<sup>1</sup>Includes AutoCAD, Microstation, L-Pile, SAG10 and other common licensed software packages.

<sup>2</sup>Includes PLS-CADD, Bentley Systems, e-tap and other premium licenses software packages.

<sup>3</sup>Rates are inclusive of all surveying equipment, including staking, marking paints, and other consumable items required. Special request items such as T-posts, 36" Laths, concrete monuments, will be billed on a cost plus 15% basis.

<sup>4</sup>Overtime Rates shall be 1.5 times the base rate.

April 17, 2018  
attachment 3

2018 Monthly BSB

Total Initial calls :	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total Transports :	262	230	271										763
Of Total Transports # By Air:	113	104	113										330
Total Medical:	1	1	4										6
Total Trauma:	136	115	137										389
Total MVA:	30	26	34										90
Total Wildland fire:	21	26	22										69
Total Structure fire:	6	6	11										23
Total Fire other:	4	0	1										5
Total Fire Mutual aid:	38	21	35										94
Total Fire Mutual aid:	3	10	4										17
Total canceled / false calls	24	25	27										76
	22 fire / 2 fire	19 FIRE / 6 EMS	24 fire / 3 ems										
LOST CALLS MUTUAL AID	0	0	0										0
Associated Lost transports	0	0	0										0
Average Scene Time EMS MIN:SEC	16.2	16.15	16.32										
Average Destination Time EMS MIN:SEC	22.1	22.3	22.03										
Average Transport Time EMS MIN:SEC	26.4	26.2	25.88										
Average Time On Task EMS MIN:SEC	75.15	75.12	74.65										
Fractile Percentage ALL	88.26%	86.27%	94.02%										90.30%
AMBULANCE ACTIVATIONS	5	8	19										32
AMBULANCE TRANSPORTS	1	3	7										11
Mutual Aid to other EMS	5	6	5										16
Mutual Aid Transports	1	1	3										5
Priority 1 transports	9	4	15										28
Heart Alert Dispatch to ER AVG	0	0	38										
Stroke Alert Dispatch to ER AVG	48.25	0	51										
Stroke Alert Scene time AVG	15.5	0	23										
Standby Events	3	4	3										
WHL (Mobile Integrated Health) formally CHI	15	27											10
LINK VISITS													42
Fire community work	4	2	6										12

April 17, 2018  
Attachment  
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	Initial Call Volume			Fractile			Transports		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
January	193	220	262	86.29%	91.46%	88.26%	87	100	113
February	185	208	230	93.87%	91.80%	88.27%	90	82	104
March	202	219	271	90.27%	89.47%	94.02%	109	93	113
April	191	237		89.66%	89.18%		88	113	
May	223	253		88.26%	91.20%		111	109	
June	210	244		91.05%	89.60%		102	105	
July	248	287		89.67%	92.74%		109	104	
August	185	222		93.41%	94.30%		88	104	
September	165	204		89.47%	93.82%		91	91	
October	176	204		90.80%	92.53%		87	90	
November	183	235		86.90%	87.39%		74	107	
December	183	275		90.63%	89.87%		85	100	
	2344	2808	763				1121	1198	330

YTD 2017 647  
Variance

17.93%

YTD 2017 275  
Variance

20.00%

April 17, 2018  
Attachment 4

**For 2018**

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL	ESD APPROVED	2018	2018 95B Budget
ESD 1	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 235,000	\$ 177,857	\$ 177,857	\$ 177,857	\$ 177,857	\$ 177,857	\$ 177,857	\$ 177,857	\$ 2,220,000	\$ 2,220,000		\$ 2,228,580
ESD 4	\$ 114,000	\$ 114,000	\$ 114,000	\$ 114,000	\$ 164,000	\$ 106,857	\$ 106,857	\$ 106,857	\$ 106,857	\$ 106,857	\$ 106,857	\$ 106,857	\$ 1,368,000	\$ 1,368,000		\$ 1,361,916
ESD 5	\$ 108,334	\$ 108,334	\$ 108,334	\$ 108,334	\$ 158,334	\$ 101,191	\$ 101,191	\$ 101,191	\$ 101,191	\$ 101,191	\$ 101,191	\$ 101,191	\$ 1,300,008	\$ 1,300,008		\$ 1,300,004
													\$ 4,888,008	\$ 4,888,008	\$ 4,890,500	\$ 4,892,492