



Emergency Services District Debt Request Policy

Sally Basurto, Director
Government Affairs

Item 22
April 20, 2023

EMERGENCY SERVICES DISTRICTS

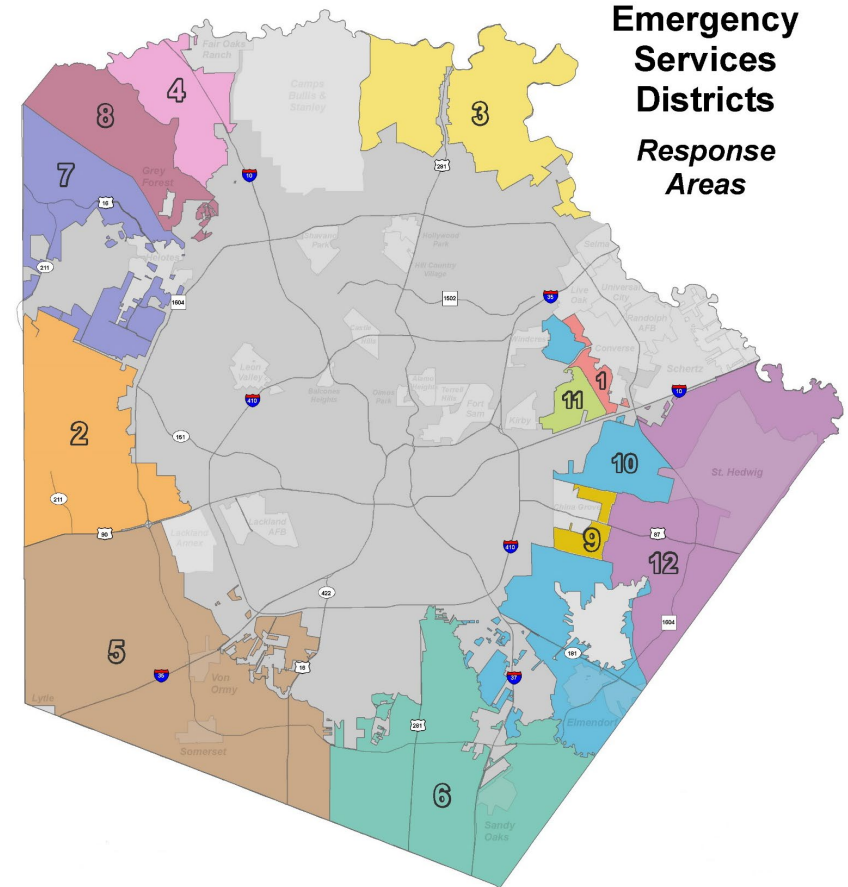
- ESDs are political subdivisions established to provide emergency services
- ESDs created through a petition and election by residents of the proposed district
- ESDs can generate revenue through property tax and sales tax
- Municipalities that annex ESD territory are responsible for a proportional share of the ESDs debt

EMERGENCY SERVICES DISTRICTS

- Statute allows San Antonio to impose conditions on ESDs which include CoSA ETJ
- Conditions negotiated with Bexar County and included in ballot proposition creating the ESD
- CoSA imposed conditions include:
 - City consent required for debt above \$20,000
 - Facility and equipment compatibility with SAFD
 - Mutual aid agreements

EMERGENCY SERVICES DISTRICTS

ESDs have expressed concerns that the debt request process is burdensome and lengthy



ESD DEBT REQUEST PROCESS

Current required documentation



Bexar County Emergency Services District Request to Incur Debt Document Checklist

- ☐ Project description
- ☐ Exhibit indicating ESD service area and location of proposed new facility
- ☐ Site exhibit showing facility placement
- ☐ Facility design, floor plan and elevation concepts
- ☐ Site Dimension Exhibit providing scale & distance of facility to roadway & greenspace
- ☐ Exhibit of approved recorded Plat for the project facility site
- ☐ Draft project schedule for proposed facility
- ☐ Estimated project budget including sources and uses of funds
- ☐ Proposed Loan Terms including – closing date, loan amount, interest rate, amortization period, and payment schedule
- ☐ Projected Proforma including assumptions which demonstrates the loan repayment plan and loan coverage
- ☐ ESD Annual Financial Reports for previous 2 years
- ☐ ESD audits for previous 2 years

ESD DEBT REQUEST PROCESS

Updated proposed documents and process



**Bexar County Emergency Services District
Request to Incur Debt
Document Checklist
*REVISED***

- ☐ Project description
- ☐ Exhibit indicating ESD service area and location of proposed new facility
- ☐ Proposed Loan Terms including – closing date, loan amount, interest rate, amortization period, and payment schedule
- ☐ Projected Proforma including assumptions which demonstrates the loan repayment plan and loan coverage
- ☐ ESD audit for the previous year

Upon receipt of the required documentation City staff will review and provide a recommendation to City Council within 30 days. If a City Council meeting date is not available within 30 days, the recommendation will be presented to City Council at the earliest available regular City Council A Session.

RECOMMENDATION

Staff recommends updating the City's ESD debt request process



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