

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS  
MONTGOMERY COUNTY HOSPITAL DISTRICT**

The special meeting of the Board of Directors of Montgomery County Hospital District was duly convened at 1:00 p.m., August 2, 2011, in the Administrative offices of the Montgomery County Hospital District, 1400 South Loop 336 West, Conroe, Montgomery County, Texas

**1. Call to Order**

Meeting called to order at 1:00 p.m.

**2. Roll Call**

Present:

Bob Bagley  
Hans Ambrosia  
John Hennigan  
Sandy Wagner  
Harold Posey

Not present:

Kenn Fawn  
Georgette Whatley

**3. Consider and act to waive special meeting rule to allow consideration of more than one item (Ms. Whatley, Chair – MCHD Board)**

Mrs. Wagner made a motion to waive the special meeting rule to allow consideration of more than one item. Mr. Ambrosia offered a second and motion passed unanimously.

**4. Present, consider and take action if necessary upon the proposed tax rate for the Fiscal Year Ending September 30, 2012; if the proposed tax rate will exceed the rollback rate or the effective tax rate (whichever is lower), take record vote and schedule public hearing. (Ms. Whatley, Chair – MCHD Board) (attached)**

JR Moore Jr. made a presentation to the board and answered questions.

Mr. Hennigan offered a motion to move forward with \$.0745 proposed tax rate for Montgomery County Hospital District. Mr. Ambrosia offered a second and the motion passed unanimously.

**5. Consider and approve the public hearing dates as listed on the enclosed 2011 planning calendar. Set the time for each meeting (Mr. Posey, Chair – Finance and Budget Committee)**

Mrs. Wagner made a motion to approve the budget calendar for fiscal year ending September 30, 2012 and public hearings as follows.

The Finance and Budget Committee meeting will be scheduled for August 17, 2011 at 1:00 p.m. The Public Hearing for the Tax Rate is to be scheduled for August 23, 2011 at 3:00 p.m. and the Budget Hearing to immediately follow. The Regular Board of Directors meeting is to start at 4:00 p.m. on August 23, 2011. Mr. Ambrosia offered a second and motion passed unanimously.

**6. Consider and take action on the budget calendar for fiscal year ending September 30, 2012 (Mr. Posey, Chair – Finance and Budget Committee)**

See agenda item 5, this was motion was taken care of above in agenda item 5.

**7. Discuss and possible approval of the Chief Executive Officer job description (Mr. Ambrosia, Chair – Personnel Committee) (attached)**

Mr. Dornbos is to make corrections requested by the board and resend the revised Chief Executive Officer Job description out to all board members.

**8. Consider and act on the advertisement(s) for the Chief Executive Officer job position (Mr. Ambrosia, Chair – Personnel Committee) (attached)**

Mr. Hennigan convened into executive session at 1:37 p.m. for agenda item 8 pursuant to section 551.071 of the Texas Government Code to receive advice from legal counsel regarding personnel matters in the advertisement(s) for the Chief Executive Officer Job position for the Montgomery County Hospital District.

The board reconvened from executive session at 2:13 p.m.


Mr. Ambrosia made a motion to withdraw both agenda items 8 and 9 from agenda. Mrs. Wagner offered a second and motion passed unanimously.

**9. Discuss and act on the timeline of the Chief Executive Officer job search and any other related matters (Mr. Ambrosia, Chair – Personnel Committee)**

Please see agenda item 8.

**10. Adjourn**

Meeting adjourned at 2:14 p.m.

  
Sandy Wagner, Secretary



#4

**MONTGOMERY COUNTY**  
OFFICE OF  
**TAX ASSESSOR AND COLLECTOR**  
400 N. SAN JACINTO  
CONROE, TEXAS 77301

**J.R. MOORE, JR.**  
TAX ASSESSOR AND COLLECTOR

TAX COLLECTION (936) 539-7897  
ACCOUNTING (936) 539-7809  
TITLE DEPT. (936) 539-7896

August 2, 2011

**2011**  
**PROPERTY TAX REVENUE INFORMATION:**  
**MONTGOMERY COUNTY HOSPITAL DISTRICT**

2010 Adj. Taxable Value & Tax Rate	34,279,083,266	\$ .0754
Tax Levy = \$25,846,462		
* 2011 Value on same property taxed in 2010	34,225,170,324	\$ .0754
* Loss of \$40,684 in Levy	Tax levy = \$25,805,778	
* Represents 53,912,942 loss in value/exemptions last year = 1.57 %		
2011 Taxable Value	35,624,980,939	= 3.9% inc over 2010
New improvements for 2011 = 722,931,483		
Using 2011 Effective Tax Rate of .0745	Levy will be	\$26,540,600 (Rd)
Which is \$734,800 inc of 2.8%		
**Using 2011 Max Tax Rate of .0805	Levy will be	\$28,678,100 (Rd)
Which is \$2,872,322 inc of 11.1%		
**Using Last Yr 2010 Tax Rate of .0754	Levy will be	\$26,861,200 (Rd)
Which is \$1,055,422 inc of 4.1%		

(\*\*Either of these will trigger Public Hearings for Tax Increase)

TAXROLL ANALYSIS OF MONTGOMERY COUNTY TAXING AUTHORITY AS OF 08:27:50 JUL 11 2011 FOR 2010 TAXROLL  
 FOR ORIGINAL HOSPITAL DISTRICT

LAND VALUE 9,124,843,515  
 IMPR VALUE 26,411,078,589  
 PERS VALUE 3,903,352,607  
 MCAD APPRAISED VALUE 39,439,294,711  
 MCAD REDUCTION 1,655,263,287 INCL CAPS22,968,386 # 15940

NON-PRODUCTIVE LAND 7,919,352,990  
 MCAD TIMBER 59,425,890  
 MCAD AGID 550  
 MCAD AGID1 14,093,500  
 MCAD IMPR 26,411,078,589  
 MCAD PERS 3,903,352,607  
 MCAD ASSESSED VALUE 37,784,031,424

NON-PRODUCTIVE LAND 7,919,352,990  
 ENTITY TIMBER 128,029,708 2823  
 MCAD AGID 550 1  
 MCAD AGID1 14,093,500 3018  
 MCAD IMPR 26,411,078,589  
 MCAD PERS 3,903,352,607  
 ENTITY ASSESSED VALUE 37,853,383,682  
 INCLUDES ROLLING STOCK  
 ENTITY REDUCTION 1,585,911,029

MCAD EXEMPTS VALUE 2,445,348,036 7617  
 ACRES 532,042,784  
 VALUE AFTER EXEMPTS 35,408,035,646

OVER65 EXEMPTIONS 618,734,874 25620  
 VETERANS 25,063,703 2553  
 HOMESTEAD EXEMPTIONS 105111  
 DISABILITY EXEMPTS 2607 265  
 FREE/ABATE EXEMPTS 265,727,857 97  
 HISTORICAL EXEMPTS 0  
 ENERGY EXEMPTIONS 0  
 SOLAR EXEMPTIONS 0  
 HB366 EXEMPTIONS 358,405 2782  
 POLLUTION CONTROL EX 29,859,134 24  
 PRORATION EXEMPTIONS 0  
 PRORATED (NON SPEC) 704,776  
 CHARITABLE EXEMPTS 1,559,020 2  
 AUTO. EXEMPTIONS 100,202,300 816

TAXABLE VALUE 39,316,523,353  
 TAX LEVY 25,874,692.51

LAND VALUE 9,121,843,624  
 IMPR VALUE 26,406,777,094  
 PERS VALUE 3,895,627,753  
 MCAD APPRAISED VALUE 39,424,248,471  
 MCAD REDUCTION 1,655,314,664 INCL CAP521,590.7

NON-PRODUCTIVE LAND 7,918,122,269  
 MCAD TIMBER 59,108,890  
 MCAD AGID 550  
 MCAD AGID1 14,278,900  
 MCAD IMPR 26,406,777,094  
 MCAD PERS 3,895,627,753  
 MCAD ASSESSED VALUE 37,768,933,807

NON-PRODUCTIVE LAND 7,918,122,269  
 ENTITY TIMBER 127,223,413 2816  
 MCAD AGID 550 1  
 MCAD AGID1 14,278,900 3029  
 MCAD IMPR 26,406,777,094  
 MCAD PERS 3,895,627,753  
 ENTITY ASSESSED VALUE 37,837,796,770  
 INCLUDES ROLLING STOCK  
 ENTITY REDUCTION 1,586,451,701

MCAD EXEMPTS VALUE 2,450,919,240 7608  
 ACRES 532,548,746  
 VALUE AFTER EXEMPTS 35,386,877,530

OVER65 EXEMPTIONS 632,734,204 26210  
 VETERANS 78,175,548 2637  
 HOMESTEAD EXEMPTIONS 107004  
 DISABILITY EXEMPTS 2839  
 FREE/ABATE EXEMPTS 265,727,857 97  
 HISTORICAL EXEMPTS 0  
 ENERGY EXEMPTIONS 17,218 1  
 SOLAR EXEMPTIONS 0  
 HB366 EXEMPTIONS 357,535 2780  
 POLLUTION CONTROL EX 29,859,134 24  
 PRORATION EXEMPTIONS 0  
 PRORATED (NON SPEC) 3,243,721  
 CHARITABLE EXEMPTS 1,559,020 2  
 AUTO. EXEMPTIONS 92,363,748 817

TAXABLE VALUE 34,279,083,266  
 TAX LEVY 25,846,462.32 LOSS 37,440  
 LOSS 28,23

COUNTY TIMBER USED 128,029,708 MCAD TIMBER 59,425,890 COUNTY TIMBER USED 127,223,413 MCAD TIMBER 59,108,890  
 TOTAL CNTY PRDD. VAL. 142,123,758 TOTAL MCAD PRDD. 73,519,290 TOTAL CNTY PRDD. VAL. 141,502,863 TOTAL MCAD PRDD. 73,388,340

*use cap 160*

**2011 Property Tax Rates in Montgomery County Hospital District**

This notice concerns the 2011 property tax rates for Montgomery County Hospital District. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

**Last year's tax rate:**

Last year's operating taxes	\$26,069,430
Last year's debt taxes	\$0
Last year's total taxes	\$26,069,430
Last year's tax base	\$34,574,840,849
Last year's total tax rate	\$0.0754/\$100

*ADJ TAX LEVY for 2010*

**This year's effective tax rate:**

Last year's adjusted taxes (after subtracting taxes on lost property)	\$26,028,780
+ This year's adjusted tax base (after subtracting value of new property)	\$34,902,049,456
= This year's effective tax rate	\$0.0745/\$100

*MAXIMUM RATE TO ADOPT  
W/O HOLDING 3 MORE  
MEETINGS BEFORE SEPT 2nd.*

**This year's rollback tax rate:**

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$26,028,780
+ This year's adjusted tax base	\$34,902,049,456
= This year's effective operating rate	\$0.0746/\$100
x 1.08 = this year's maximum operating rate	\$0.0805/\$100
+ This year's debt rate	\$0/\$100
= This year's total rollback rate	\$0.0805/\$100

*NOTE: LINE #37 ON  
WORKSHEETS GIVES TOTAL  
TAXABLE VALUE.*

*EXAMPLE*

*35,024,950,939 (LINE 37)*

*x .0745/\$100 EFF RATE*

*26,540,611 LEVY*

*GIVES ALMOST \$50,000*

*MORE IN TAX  
REVENUE AND  
STILL LOWERS  
TAX RATE*

**Statement of Increase/Decrease**

If Montgomery County Hospital District adopts a 2011 tax rate equal to the effective tax rate of \$0.0745 per \$100 of value, taxes would increase compared to 2010 taxes by \$471,181.

**Schedule A - Unencumbered Fund Balance**

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund Balance

**Schedule B - 2011 Debt Service**

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
Total required for 2011 debt service				\$0
- Amount (if any) paid from Schedule A				\$0
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$0
= Total to be paid from taxes in 2011				\$0
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2011				\$0
= Total debt levy				\$0

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 400 N. San Jacinto Conroe, Tx. 77301.

Name of person preparing this notice: J.R. Moore, Jr.  
Title: Montgomery County Tax Assessor-Collector  
Date Prepared: 07/26/2011

## 2011 Effective Tax Rate Worksheet Montgomery County Hospital District

Date: 07/26/2011

See Chapter 2 of the Texas Comptroller's 2011 Manual for Taxing Units Other than Schools for an explanation of the effective tax rate.

<b>1. 2010 total taxable value. Enter the amount of 2010 taxable value on the 2010 tax roll today.</b> Include any adjustments since last year's certification; exclude Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 14).	\$34,279,083,266
<b>2. 2010 tax ceilings.</b> Counties, cities and junior college districts. Enter 2010 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter 0. If your taxing units adopted the tax ceiling provision in 2010 or a prior year for homeowners age 65 or older or disabled, use this step.	\$0
<b>3. Preliminary 2010 adjusted taxable value.</b> Subtract Line 2 from Line 1.	\$34,279,083,266
<b>4. 2010 total adopted tax rate.</b>	\$0.0754/\$100
<b>5. 2010 taxable value lost because court appeals of ARB decisions reduced 2010 appraised value.</b> <b>A. Original 2010 ARB Values.</b>	\$0
<b>B. 2010 values resulting from final court decisions.</b>	\$0
<b>C. 2010 value loss.</b> Subtract B from A.	\$0
<b>6. 2010 taxable value, adjusted for court-ordered reductions.</b> Add Line 3 and Line 5C.	\$34,279,083,266
<b>7. 2010 taxable value of property in territory the unit deannexed after Jan. 1, 2010.</b> Enter the 2010 value of property in deannexed territory.	\$0
<b>8. 2010 taxable value lost because property first qualified for an exemption in 2011.</b> Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost to freeport or "goods-in-transit" exemptions.  <b>A. Absolute exemptions.</b> Use 2010 market value:	\$664,842
<b>B. Partial exemptions.</b> 2011 exemption amount or 2011 percentage exemption times 2010 value:	\$53,205,550
<b>C. Value loss.</b> Add A and B.	\$53,870,392
<b>9. 2010 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2011.</b> Use only properties that qualified for the first time in 2011; do not use properties that qualified in 2010.  <b>A. 2010 market value:</b>	\$50,100
<b>B. 2011 productivity or special appraised value:</b>	\$7,550
<b>C. Value loss.</b> Subtract B from A.	\$42,550

<b>10. Total adjustments for lost value.</b> Add lines 7, 8C and 9C.	\$53,912,942
<b>11. 2010 adjusted taxable value.</b> Subtract Line 10 from Line 6.	\$34,225,170,324 *
<b>12. Adjusted 2010 taxes.</b> Multiply Line 4 by line 11 and divide by \$100.	\$25,805,778
<b>13. Enter the amount of taxes refunded during the last budget year for tax years preceding tax year 2010.</b> Enter the amount of taxes refunded during the last budget year for taxes preceding tax year 2010. Types of refunds include court decisions, Section 25.25(b) and (c) corrections and Section 31.11 payment errors. Do not include refunds for tax year 2010. This line applies only to tax years preceding tax year 2010.	\$223,002
<b>14. Taxes in tax increment financing (TIF) for tax year 2010.</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2011 captured appraised value in Line 16D, enter 0.	\$0
<b>15. Adjusted 2010 taxes with refunds and TIF adjustment.</b> Add Lines 12 and 13, subtract Line 14.	\$26,028,780
<b>16. Total 2011 taxable value on the 2011 certified appraisal roll today.</b> This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled.	
A. <b>Certified values</b>	\$35,049,247,766
B. <b>Counties:</b> Include railroad rolling stock values certified by the Comptroller's office:	\$0
C. <b>Pollution control exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control property (use this Line based on attorney's advice):	\$2,574,432
D. <b>Tax increment financing:</b> Deduct the 2011 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2011 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 21 below.	\$0
E. <b>Total 2011 value.</b> Add A and B, then subtract C and D.	\$35,046,673,334
<b>17. Total value of properties under protest or not included on certified appraisal roll.</b>	
A. <b>2011 taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value.	\$0
B. <b>2011 value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows are not included at appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value.	\$578,307,605
C. <b>Total value under protest or not certified:</b> Add A and B.	\$578,307,605
<b>18. 2011 tax ceilings.</b> Enter 2011 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter "0." If	\$0

your taxing units adopted the tax ceiling provision in 2010 or a prior year for homeowners age 65 or older or disabled, use this step.	
<b>19. 2011 total taxable value.</b> Add Lines 16E and 17C. Subtract Line 18.	\$35,624,980,939
<b>20. Total 2011 taxable value of properties in territory annexed after Jan. 1, 2010.</b> Include both real and personal property. Enter the 2011 value of property in territory annexed.	\$0
<b>21. Total 2011 taxable value of new improvements and new personal property located in new improvements.</b> "New" means the item was not on the appraisal roll in 2010. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the unit after Jan. 1, 2009, and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for 2011.	\$722,931,483
<b>22. Total adjustments to the 2011 taxable value.</b> Add Lines 20 and 21.	\$722,931,483
<b>23. 2011 adjusted taxable value.</b> Subtract Line 22 from Line 19.	\$34,902,049,456
<b>24. 2011 effective tax rate.</b> Divide Line 15 by Line 23 and multiply by \$100.	\$0.0745/\$100
<b>25. COUNTIES ONLY.</b> Add together the effective tax rates for each type of tax the county levies. The total is the 2011 county effective tax rate.	

A county, city or hospital district that adopted the additional sales tax in November 2010 or in May 2011 must adjust its effective tax rate. The Additional Sales Tax Rate Worksheet (Appendix 4) on page 35 of the Texas Comptroller's 2011 Truth-in-Taxation Manual sets out this adjustment. Do not forget to complete the Additional Sales Tax Rate Worksheet if the taxing unit adopted the additional sales tax on these dates.

## 2011 Additional Rollback Tax Rate Worksheet Montgomery County Hospital District

Date: 07/26/2011

See Chapter 3 of the Texas Comptroller's 2011 Manual for Taxing Units Other than School Districts for an explanation of the rollback tax rate.

<b>26. 2010 maintenance and operations (M&amp;O) tax rate.</b>	\$0.0754/\$100
<b>27. 2010 adjusted taxable value.</b> Enter the amount from Line 11.	\$34,225,170,324
<b>28. 2010 M&amp;O taxes.</b>	
A. Multiply Line 26 by Line 27 and divide by \$100.	\$25,805,778
B. <b>Cities, counties and hospital districts with additional sales tax:</b> Amount of additional sales tax collected and spent on M&O expenses in 2010. Enter amount from full year's sales tax revenue spent for M&O in 2010 fiscal year, if any. Other units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.	\$0
C. <b>Counties:</b> Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other units enter "0."	\$0
D. <b>Transferring function:</b> If discontinuing all of a department, function or activity and transferring it to another unit by written contract, enter the amount spent by the unit discontinuing the function in the 12 months preceding the month of this calculation. If the unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the unit operated the function. The unit discontinuing the function will subtract this amount in H below. The unit receiving the function will add this amount in H below. Other units enter 0.	\$0
<b>Enter a negative value if discontinuing a function, or enter a positive value if receiving the function.</b>	
E. <b>Taxes refunded for years preceding tax year 2010:</b> Enter the amount of M&O taxes refunded during the last budget year for tax years preceding tax year 2010. Types of refunds include court decisions, Section 25.25(b) and (c) corrections and Section 31.11 payment errors. Do not include refunds for tax year 2010. This line applies only to tax years preceding tax year 2010.	\$223,002
F. <b>Enhanced indigent health care expenditures:</b> Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.	\$0
G. <b>Taxes in TIF:</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2011 captured appraised value in Line 16D, enter 0.	\$0
H. <b>Adjusted M&amp;O Taxes.</b> Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G.	\$26,028,780
<b>29. 2011 adjusted taxable value.</b> Enter Line 23 from the Effective Tax Rate Worksheet.	\$34,902,049,456

30. 2011 effective maintenance and operations rate. Divide Line 28H by Line 29 and multiply by \$100.	\$0.0746/\$100
31. 2011 rollback maintenance and operation rate. Multiply Line 30 by 1.08.	\$0.0805/\$100
32. Total 2011 debt to be paid with property taxes and additional sales tax revenue. "Debt" means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the taxing unit's budget as M&O expenses  A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue (or additional sales tax revenue). Do not include appraisal district budget payments. List the debt in Schedule B: Debt Service.  B. Subtract unencumbered fund amount used to reduce total debt.  C. Adjusted debt. Subtract B from A.	\$0  \$0  \$0
33. Certified 2010 excess debt collections. Enter the amount certified by the collector.	\$0
34. Adjusted 2011 debt. Subtract Line 33 from Line 32C.	\$0
35. Certified 2011 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	100.00%
36. 2011 debt adjusted for collections. Divide Line 34 by Line 35	\$0
37. 2011 total taxable value. Enter the amount on Line 19.	\$35,624,980,939
38. 2011 debt tax rate. Divide Line 36 by Line 37 and multiply by \$100.	\$0/\$100
39. 2011 rollback tax rate. Add Lines 31 and 38.	\$0.0805/\$100
40. COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2011 county rollback tax rate.	

A taxing unit that adopted the additional sales tax must complete the lines for the Additional Sales Tax Rate. A taxing unit seeking additional rollback protection for pollution control expenses completes the Additional Rollback Protection for Pollution Control.

# 2011 Planning Calendar

(Taxing Unit Other Than Small Taxing Unit or Water District)  
MONTGOMERY COUNTY HOSPITAL DISTRICT

USE THIS IF  
TAX RATE EXCEEDS  
.0745/\$100

## District Name

- |            |  |  |
|------------|--|--|
| May 9      | Mailing of notices of appraised value by Chief Appraiser.  | Note this calendar does not include requirements for budget notices nor budget hearings. |
| May 15     | Deadline for submitting appraisal records to ARB.  |  |
| July 20    | Deadline for ARB to approve appraisal records.   |  |
| July 26    | Deadline for Chief Appraiser to certify rolls to taxing units.   |  |
| July 25    | Certification of anticipated collection rate by Collector. <i>J. R. will do</i>  |  |
| July 25-29 | Calculation of effective and rollback tax rate. <i>J. R. will do</i>   |  |
| Aug 2-7    | Publication of effective and rollback tax rates; statement and schedules; submission to governing body. <i>J. R. will do</i>   |  |
| July 27    | 72 - hour notice for meeting (Open Meetings Notice). <i>Agenda Posting</i>   |  |
| Aug 2      | Meeting of governing body to discuss tax rate; if proposed tax rate will exceed the rollback rate or the effective tax rate (whichever is lower), take record vote and schedule public hearing. <i>J. R. Will get agenda items prepared for publication.</i>   |  |
| Aug 5      | <u>"Notice of Public Hearing on Tax Increase"</u> is the first quarter-page notice in newspaper and on TV and Web Site, if available, published at least seven (7) days before public hearings. Two (2) public hearings required with this notice. <i>J.R. will do this and take to the newspaper once taxing unit sets dates.</i> |  |
| Aug 9      | 72 - hour notice for <u>first public hearing</u> (Open Meetings Notice). <i>Agenda posted by Governing Body</i>  |  |
| Aug 12     | Public Hearing <i>Restricted Agenda</i>  |  |
| Aug 12     | 72-hour notice for <u>second public hearing</u> (Open Meetings Notice.) <i>J. R. will take to newspaper. Agenda posted by Governing Body</i>   |  |
| Aug 17     | Second public hearing; (may not be earlier than 3 days after first public hearing); schedule and announce meeting to adopt tax rate 3-14 days from this date. <i>Restricted Agenda</i>   |  |
| Aug 17     | <u>Notice of Tax Revenue Increase</u> published before meeting* to adopt tax rate is the second quarter-page notice in newspaper before meeting and published on TV and Web site (if available, at least seven(7) days before meeting). <i>J. R. will take to the newspaper.</i>   |  |
| Aug 19     | 72 hour notice for meeting at which governing body will adopt tax rate. (Open Meetings Notice.) <i>Agenda posted by Governing Body</i>   |  |
| *Aug 24    | Meeting to adopt tax rate. Meeting is 3 to 14 days after 2 <sup>nd</sup> public hearing. J. R. will provide sample wording and resolutions for adopting tax rate(s). In most cases the budget has to be adopted prior to adopting the tax rate(s).   |  |

**Taxing Unit must adopt tax rate by September 2, 2011 in order to be included with the 2011 Consolidated Taxroll. Failure to do so will result in additional cost to the taxing unit not being included on the consolidated taxroll and will result in additional hearings and publication cost associated with H.B. 3195 which became effective Sept. 1<sup>st</sup>, 2008.**

# Notice of Public Hearing on Tax Increase

The Montgomery County Hospital District will hold two public hearings on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 0.00 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The first public hearing will be held on August 12, 2011 at 09:00 AM at Administration Building, S. Loop 336, Conroe, TX 77301.

The second public hearing will be held on August 17, 2011 at 09:00 AM at Administration Building, S. Loop 336, Conroe, TX 77301.

The members of the governing body voted on the proposal to consider the tax increase as follows:

**FOR:**

**AGAINST:**

**PRESENT** and not voting:

**ABSENT:**

The average taxable value of a residence homestead in Montgomery County Hospital District last year was \$192,486. Based on last year's tax rate of \$0.0754 per \$100 of taxable value, the amount of taxes imposed last year on the average home was \$145.13.

The average taxable value of a residence homestead in Montgomery County Hospital District this year is \$197,374. If the governing body adopts the effective tax rate for this year of \$0.0745 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$147.04.

If the governing body adopts the proposed tax rate of \$0.0745 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$147.04.

Members of the public are encouraged to attend the hearings and express their views.

# NOTICE OF TAX REVENUE INCREASE

The Montgomery County Hospital District conducted public hearings on August 12, 2011 and August 17, 2011 on a proposal to increase the total tax revenues of the Montgomery County Hospital District from properties on the tax roll in the preceding year by 0.00 percent.

The total tax revenue proposed to be raised last year at last year's tax rate of \$0.0754 for each \$100 of taxable value was \$26,069,430.

The total tax revenue proposed to be raised this year at the proposed tax rate of \$0.0745 for each \$100 of taxable value, excluding tax revenue to be raised from new property added to the tax roll this year, is \$26,002,027.

The total tax revenue proposed to be raised this year at the proposed tax rate of \$0.0745 for each \$100 of taxable value, including tax revenue to be raised from new property added to the tax roll this year, is \$26,540,611.

The Board of Directors is scheduled to vote on the tax rate that will result in that tax increase at a public meeting to be held on August 24, 2011 at Administration Building, S. Loop 336, Conroe, TX 77301 at 09:00 AM.



**MONTGOMERY COUNTY**  
OFFICE OF  
**TAX ASSESSOR AND COLLECTOR**  
400 N. SAN JACINTO  
CONROE, TEXAS 77301

**J.R. MOORE, JR.**  
TAX ASSESSOR AND COLLECTOR

TAX COLLECTION      539-7897  
ACCOUNTING            539-7809  
AUTO LICENSE DEPT.   539-7896

July 27, 2011

TO: ALL CITIES, ESD'S AND TAXING UNITS OTHER THAN WATER OR SCHOOL DISTRICTS

RE: ADOPTING 2011 TAX RATES PRIOR TO SEPTEMBER 2, 2011 AND SUGGESTED WORDING FOR THIS AGENDA ITEM

Dear Governing Body Members,

I have attached the following:

- I. Order/Resolution setting the 2011 Tax Rates.
- II. The 2011 Effective Tax Rate(s) for your Jurisdiction.

NOTES:

I. ORDER/RESOLUTION

This form or a similar Official Document **must be returned to my office no later than September 6th.** You may have to have several meetings prior to September 2, 2011 or you may only have to have one. Failure to meet the requirement of September 6, 2011 could result in an additional cost to your Jurisdiction.

II. ADOPTING THE TAX RATE(S)

The law requires that Tax Rates for Maintenance and Operations and Debt Service be listed and adopted as separate items on your Agendas. New legislation (Sect. 26.05 - Property Tax Code) passed in 2009 requires specific language be used for adopting the maintenance and operations (M&O) tax rate if that rate exceeds the effective rate or if that rate levies more dollars than the previous year for maintenance and operations. The following wording is suggested for your Agenda Items.

1. "Consider, Adopt, and Set by Order/Resolution the 2011 Ad Valorem Tax Rate for Maintenance and Operations."

NOTE: a. The law requires the following language be used to adopt a maintenance and operation (m&o) tax rate **that exceeds the effective rate and/or levies more dollars than the previous year.** Use the following language with the motion to adopt the m&o rate.

YOU MAY NOT DEVIATE/CHANGE THIS WORDING

"I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF \_\_\_\_\_, WHICH IS EFFECTIVELY A \_\_\_\_\_% INCREASE IN THE TAX RATE."

b. The following language must be included with your Ordinance/Resolution & Order in larger type than used in any other portion:

"THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE."

"THE TAX RATE WILL EFFECTIVELY BE RAISED BY \_\_\_\_\_% AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$\_\_\_\_\_."

2. "Consider, Adopt and Set by Order/Resolution the 2011 Ad Valorem Tax Rate for Debt Service."

\*\* Emergency Service Districts are limited by law to a maximum of .10 cents. Total of items 1.) and 2.) must not exceed the maximum rate.

III. DEBT SERVICE TAX RATE

Please note on the "Effective Rate Sheet" that "THIS YEARS DEBT RATE" is the maximum your Jurisdiction can adopt. The law says once it is published you must adopt it. If your Jurisdiction has discovered additional Unencumbered Funds that were not listed in Schedule A., and you wish to lower the Debt Service, thereby lowering this Tax Rate, please send this in writing to me. (Emergency Service Districts maximum rate - .10 cents)

Once again, if you need a Representative from my office to assist you or to be present at your meeting to adopt the tax rate, please contact me prior to setting the date. (I have 70 entities the County collects for and scheduling is critical).

Sincerely,

J. R. Moore, Jr.

attachments

JRM/kl

ORDER/RESOLUTION

SETTING THE 2011

AD VALOREM TAX RATES

On \_\_\_\_\_, 2011, the Governing Body for \_\_\_\_\_

\_\_\_\_\_ Adopted the Following Tax Rates for the 2011 Levy on Values.

Maintenance and Operation Rate (General Fund) \_\_\_\_\_ Per \$100

Interest and Sinking Rate (Debt Service Fund) \_\_\_\_\_ Per \$100

Total of Adopted Tax Rates \_\_\_\_\_ Per \$100

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY \_\_\_\_\_ PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$ \_\_\_\_\_**

Those Members Present Were:

1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

Those Members Voting For:

1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

Those Members Voting Against:

1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

Those Members Present, but Not Voting:

1. \_\_\_\_\_ 2. \_\_\_\_\_

Those Members Absent:

1. \_\_\_\_\_ 2. \_\_\_\_\_

Adopted RUC

**\*\*RETURN A COPY OF THIS TO J.R. MOORE, JR. AFTER ADOPTING TAX RATES  
400 N. SAN JACINTO ST., CONROE, TX 77301 OR BY FAX 936-760-6992**

#6

~ August 2011 ~						
July 2011	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4	5	6
		Special Board Meeting to discuss tax rate - JR Moore to provide agenda items.				Notice of Public Hearing on Budget - Published at Least 10 Days Prior to Public Hearing
7	8	9	10	11	12	13
		Post Meeting			First Public Hearing on Tax Increase Committee Mtg - Budget Post Meeting	
14	15	16	17	18	19	20
			Second Public Hearing on Tax Increase Public Hearing on Budget		Post Meeting	
21	22	23	24	25	26	27
			Regular Board Meeting - Agenda Items: Adopt Tax Rate and Adopt Budget			
28	29	30	31	Notes:		

#7

Montgomery County Hospital District  
Job Description

**Job Title:** Chief Executive Officer  
**Department:** Administration  
**Reports To:** MCHD Board of Directors  
**FLSA Status:** Exempt

**SUMMARY**

The Chief Executive Officer (CEO) is responsible to a seven person, elected Board of Directors for the leadership and overall organizational and fiduciary performance of Montgomery County Hospital District (MCHD), a political subdivision of the State of Texas. MCHD was established in 1977 through special legislation to provide and cost effective healthcare for the local indigent population. and providing The District also provides public Emergency Medical Services (EMS) Public Health services, disaster planning and emergency communications support for the county, while protecting the taxpayers and insuring long term stability through fund development. Funding for the District operations is through county taxes, EMS service revenue and governmental grants. The District does not currently own or operate a hospital.

The ideal candidate for this position has will have a background that includes executive or administrative leadership training and at least ten years of senior management experience as well as preferred working knowledge of emergency medical services, indigent health care, public health, disaster response, planning, operations and local governmental relations. The CEO guides leads the organization by in establishing infrastructure and policy, delegation of authority sets and personal example to achieve and sustain a cost-effective, best in class reputation with employees, clients and taxpayer citizens which reflects the District values of Accountability Compassion, Integrity, Excellence, Innovation, Integrity and Unity. of high integrity and establishes short and long term organizational goals which will serve the citizens of Montgomery County and the healthcare community. The CEO has overall responsibility for all administrative and operational functions of MCHD while protecting the taxpayers.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following.

Subject to the direction, guidance and approval of the MCHD Board of Directors:

- Formulate policies and direct the operations of MCHD. The primary objective is to maintain efficiency and comprehensive patient or client care within the established protocols and guidelines
- Appoint, oversee empower, and evaluate all core business department heads.
- Lead managers to the organization to develop the an annual budget and ensure proper efficient and effective use of capital and human resources.
- Develop and review one year and five year strategic and operational business plans.

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~~Develop and maintain good working relationships with government, civic and business leaders where applicable locally, regionally and across the state. May use staff subordinates to assist on specific circumstances.~~

~~Formulate decisions based upon what is best for the citizens of Montgomery County.~~

~~Maintain the highest degree of integrity while conducting affairs in a sound and ethical manner.~~

- ~~• Develop and maintain processes, procedures and mechanisms necessary to keep Board Members members and the public aware of MCHD's operational and financial performance, as well as any other relevant subject or issues.~~

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- ~~• Develop and maintain active and productive working relationships with government, civic and business leaders and partners where applicable locally, regionally and nationally.~~

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- ~~• Serve as the principal liaison to the District's legal counsel and other governmental entities.~~

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- ~~• Oversee reporting of the agency's financial position in areas of expense, earnings, income, and cash flow based upon past performance, current information, and projected future situations.~~

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- ~~• Advise the MCHD Board on possible operational adjustments based on the agency's financial position and as such, maintain direct involvement with the day-to-day operation of the agency.~~

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~~Primarily responsible for establishing and maintaining good interaction and relations with the community and with MCHD's strategic partners.~~

- ~~• Other duties and responsibilities as deemed necessary by the MCHD Board of Directors or by unforeseen events.~~

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### QUALIFICATIONS

~~**To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**~~

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### EDUCATION and/or EXPERIENCE

~~Bachelors' degree in management or business related field required.~~

~~MA/MS degree and/or equivalent ten(10) years of relevant business or industry managerial experience preferred.~~

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~~Proficient Working knowledge in one or more of the following disciplines: operations of emergency medical services and the allied functions; indigent health care programs and public health programs and emergency/disaster preparedness and response programs.~~

~~Strong knowledge of emergency/disaster preparedness/response.~~

~~Strong knowledge of current technology as it relates to EMS and other MCHD operations divisions and departments~~

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### **COMPUTER SKILLS**

Proficient word processing, PowerPoint and spreadsheet skills required.

Basic Email and internet skills required. Proficient word processing, PowerPoint and spreadsheet skills preferred.

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### **LANGUAGE COMMUNICATION SKILLS**

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to effectively present information to top management, public groups, and/or boards of directors.

### **MATHEMATICAL SKILLS**

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

### **REASONING ABILITY**

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

### **INTERPERSONAL**

Demonstrates effective leadership, human resource development, customer service, and project management skills.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

Current Texas Driver's License.

Remain insurable by the current insurance vendor of MCHD.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is occasionally required to stand and walk. The employee must occasionally lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral vision, and depth perception. Employee may be required to drive fleet vehicle long and short distances.

### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to outside weather conditions. The noise level in the work environment is usually mild.

**Montgomery County Hospital District  
Job Description**

**Job Title:** Chief Executive Officer  
**Department:** Administration  
**Reports To:** Board of Directors  
**FLSA Status:** Exempt

**SUMMARY**

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The ideal candidate for this position will have a background that includes executive or administrative leadership training and at least ten years of senior management experience as well as preferred working knowledge of emergency medical services, indigent health care, public health, disaster response, planning, operations and local governmental relations. The CEO leads the organization by establishing infrastructure and policy, delegation of authority and personal example to achieve and sustain a cost-effective, best in class reputation with employees, clients and taxpayer citizens which reflects the District values of Accountability Compassion, Integrity, Excellence, Innovation, Integrity and Unity.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Subject to the direction, guidance and approval of the MCHD Board of Directors:

- Formulate policies and direct the operations of MCHD. The primary objective is to maintain efficiency and comprehensive patient or client care within the established protocols and guidelines
- Appoint, empower, and evaluate all core business department heads.
- Lead to the organization to develop an annual budget and ensure efficient and effective use of capital and human resources.
- Develop and review one year and five year strategic and operational business plans.
- Develop and maintain processes, procedures and mechanisms necessary to keep Board members and the public aware of MCHD's operational and financial performance, as well as any other relevant subject or issues.
- Develop and maintain active and productive working relationships with government, civic and business leaders and partners where applicable locally, regionally and nationally.
- Serve as the principal liaison to the District's legal counsel and other governmental entities.

- Oversee reporting of the agency's financial position in areas of expense, earnings, income, and cash flow based upon past performance, current information, and projected future situations.
- Advise the MCHD Board on possible operational adjustments based on the agency's financial position and as such, maintain direct involvement with the day-to-day operation of the agency.
- Other duties and responsibilities as deemed necessary by the MCHD Board of Directors or by unforeseen events.

## **QUALIFICATIONS**

**To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

### **EDUCATION and/or EXPERIENCE**

Bachelors' degree in management or business related field required.

MA/MS degree and/or ten(10) years of relevant business or industry managerial experience preferred.

Working knowledge in one or more of the following disciplines: operations of emergency medical services and the allied functions; indigent health care programs; public health programs and emergency/ disaster preparedness and response programs.

Strong knowledge of current technology as it relates to EMS and other MCHD operations divisions and departments

### **COMPUTER SKILLS**

.Basic Email and internet skills required. Proficient word processing, PowerPoint and spreadsheet skills preferred.

### **COMMUNICATION SKILLS**

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to effectively present information to top management, public groups, and/or boards of directors.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

Current Texas Driver's License.

Remain insurable by the current insurance vendor of MCHD.

### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## Chief Executive Officer

The Montgomery County Hospital District in Southeast Texas has an immediate opening for a seasoned executive to lead a world class, local government comprehensive healthcare and emergency services agency. MCHD provides EMS, indigent healthcare, public health and disaster planning services to a metropolitan North Houston community of 450,000 citizens with a dedicated staff of 275 paramedics, emergency medical technicians, healthcare professionals and support personnel. While MCHD no longer has a direct affiliation with a hospital, our EMS operation enjoys an active partnership with five major hospitals in its service territory.

The Chief Executive Officer (CEO) is responsible to a seven person, elected Board of Directors for the leadership and overall organizational and fiduciary performance of the District. The ideal candidate for this position will have a background that includes executive or administrative leadership training and at least ten years of senior management experience as well as preferred working knowledge of emergency medical services, indigent health care, public health, disaster response, planning, operations and local governmental relations.

This position has starting base salary range of \$90-135,000 depending on experience plus excellent and comprehensive health and retirement benefits. Interested and qualified candidates may learn more about our organization or make formal application at [www.mchd-tx.org](http://www.mchd-tx.org).

No recruiters please



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~ WE MAKE A DIFFERENCE ~

## **Proposed Timeline: MCHD CEO Search-2011**

- **August 2: Special BOD meeting/Review Search Plan; Select/appoint Executive Search Committee**
  - **August 4: Launch search; posting internal/external; order print and online advertising (Internal-MCHD website/Avesta CandidateCare; External-Houston Chronicle, Conroe Courier, Monster.com, ZipRecruiter, Craigslist, JEMS online\*) Estimated Cost = \$1500+/-**
  - **August 10: Deadline for JEMS print ad\* order (September issue) Estimated Cost = \$500-1500+/-**
  - **August 4 – September 30: Screen applications against required qualifications (Search Committee and/or HR management)**
  - **August 15 – September 30 : Schedule and conduct preliminary interviews with prescreened/consensus finalists. Internal/local candidates should be considered first where possible (cost /search completion considerations).**
  - **October 1: Targeted Offer date. If external candidate selected, plan on 30-45 days lead-time to start plus interview/travel/relocation assistance costs.**
- \*- JEMS “print ad” order will authorize free JEMS “online listing” and other recruiting services free of charge.**