

**MINUTES
REGULAR MEETING
BEXAR COUNTY EMERGENCY SERVICE DISTRICT NO. 6
August 30, 2016**

In accordance with chapter 551 of the Texas Government Code, notice is hereby given to the public that the Commissioners of the Bexar County Emergency Service District No. 6 had a regular board meeting on August 30, 2016 at 6:00 pm at the ESD, No. 6 District Office located at 2220 S. Loop 1604 East, San Antonio, TX 78264.

1. Call the meeting to order and establish a quorum.

Meeting was called to order at 6:08 pm. Board members in attendance were Isaac Griego, Christopher Cavazos, and Edgar Castillo. Sofia Castillo was running late and was not present at roll call.

2. Citizens to be heard: (3 minute limit)

There were no citizens to speak. Others in attendance were Sandy Oaks' Mayor, Micki Ball; Chief Ralph Rodriguez; Battalion Chief Walter Ball; Kyle Coleman from the Office of Emergency Management; Cliff Avery; Legal Counsel, Lou Rosenberg; and Sheila Staggs, staff.

3. Presentation and consideration of the Treasurer's report.

Commissioner Cavazos reported income and expenses since the last meeting and the current balance of the operating account at \$100,268.88 and the reserve account at \$523,560.39.

Motion was made by Commissioner Cavazos to approve the Treasurer's report as presented. Motion was seconded by Commissioner Ed Castillo. Motion carried 3/0.

4. Consider approval of the minutes for the Regular Meeting on July 26, 2016.

Motion was made by Commissioner Ed Castillo to approve the minutes for the meeting on July 26, 2016. Motion was seconded by Commissioner Cavazos. Motion carried 3/0.

5. Administrative / Committee Reports: The Board will hear a status report on the following items and take action, if necessary:

- **Clean up effort at 19500 Hwy 281 South (Staff)**

Staff reported that she met with a contractor that was referred by landlord, Mr. Lopez. She is waiting on his written proposal.

- **Meeting with Southside ISD Superintendent regarding Station 163 (Castillo, Castillo)**

Commissioner Ed Castillo reported that he and Commissioner Sofia Castillo met with the Superintendent and he got the impression that the school was fine with them terminating the lease. He even said the Superintendent wanted to build a closer relationship with the fire department. Staff will prepare the letter to formally give 30 days' notice.

Sofia Castillo arrived at 6:23 pm.

The Board of Commissioners reserves the right to adjourn into Executive Session at any time to discuss any of the matters listed below, as authorized by Chapter 551 of the Texas Government Code, Vernon's Civil Statutes, Sub-chapter D, as it pertains to private consultation with the Board's attorneys (§551.071); deliberation about Real Property (§551.072); deliberations about Gifts and Donations (§551.073); as it pertains to Personnel (§551.074); deliberations about Security Devices (§551.076); and Economic Development (§551.087). EXECUTIVE SESSION ITEMS MAY BE DISCUSSED AND ACTED UPON, IF APPROPRIATE IN OPEN SESSION.

- **Bids for fence for property at 19500 Hwy 281 South (Cavazos, Griego)**
Both Commissioners Cavazos and Griego are waiting on proposals for the fence.
- **District's Purchasing Policy (E. Castillo, Griego)**
Motion was made by Commissioner Ed Castillo to approve the purchasing policy that is already in use by ESD6. Motion was seconded by Commissioner Sofia Castillo. Motion carried 4/0. Staff will provide a copy of the procedures to the board.
- **Possible sites in Sandy Oaks area (S. Castillo, Cavazos)**
Two possible sites were discussed; the HUD owned trailer at 23374 Mathis Road and the SAWS site off Priest Road. No action was taken.
- **CDBG funds (S. Castillo)**
Commissioner Castillo had nothing to report on this item. She will continue to work on it.

6. The Board will hear a brief presentation from Cliff Avery regarding sales tax for the District 6 area.

Cliff Avery gave an outline of the procedures to successfully winning a sales tax election including town hall meetings, and mailings to registered voters. He said he would email a written proposal for his services.

7. The Board will be asked to review and consider adopting a draft operating budget for FY 2017.

Commissioner Cavazos presented a draft budget for review noting a decrease in manpower from 6 to 5 full time firefighters.

Motion was made by Commissioner Sofia Castillo to approve the proposed budget as presented by the Treasurer. Motion was seconded by Commissioner Ed Castillo. Motion carried 4/0.

8. The Board will discuss and consider adopting a proposed tax rate of .10 per \$100 of property valuation for 2016; M&O Rate .10; and I&S Rate 0.

It was noted the effective rate is .12 cents and ESDs are capped at .10 cents.

Motion was made by Commissioner Sofia Castillo to adopt a proposed tax rate of .10 per \$100 of property valuation; M&O rate .10 and I&S rate 0. Motion was seconded by Commissioner Cavazos. Motion carried 4/0.

9. The Board will review, discuss and consider possible termination of the lease with Southside ISD in regards to the location at 20110 Pleasanton Road, San Antonio, TX 78221 and consider consolidation of Stations 161 and 163.

Motion was made by Commissioner Cavazos to terminate the lease with Southside ISD in regards to the location at 20110 Pleasanton Road effective September 30, 2016 and consolidate Stations 163 with 161. Motion was seconded by Commissioner Sofia Castillo. Motion carried 4/0.

10. The Board will be asked to review, consider, and take appropriate action regarding an Interlocal Agreement between Bexar County ESD6 and ESD6 Fire & Rescue.

Motion was made by Commissioner Ed Castillo to approve the Administrative Office Space Lease between Bexar County ESD6 and ESD6 Fire & Rescue and authorize the President and any other officer

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to sign and execute after the completion of the real estate transaction. Motion was seconded by Commissioner Griego. Motion carried 4/0.

11. The Board will be asked to discuss and consider terms of a bridge loan, and determine amount pending receipt of the District's tax revenue and consider authorizing the Board President and / or Treasurer to execute the documents.

Motion was made by Sofia Castillo to approve the bridge loan in the amount of \$130,000 per the proposal from Government Capital and authorize any officer to approve and execute the documents including the Resolution. Motion was seconded by Commissioner Griego. Motion carried 4/0.

CONSENT AGENDA ITEMS:

12. The Board will be asked to consider approval of the bills for ESD, No. 6 due and payable for the month of August 2016 for a total amount of \$96,729.95.

Motion was made by Commissioner Sofia Castillo to approve the bills for ESD6 for the month of August for an amended total of \$166,730.00 which reflects an increase in the amount of the stipend to ESD6 Fire & Rescue from \$85,000 to \$155,000 in anticipation of the property purchase closing next week. Motion was seconded by Commissioner Cavazos. Motion carried 4/0.

13. Adjourn.

Meeting was adjourned at 8:18 pm.

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