

**MINUTES
BEXAR COUNTY
EMERGENCY SERVICE DISTRICT NO. 6
REGULAR MEETING
June 30, 2015**

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 June 30, 2015 at 6:00 pm at the ESD, No. 6 District Office located at 2220 S. Loop 1604 East, San Antonio, TX 78264.

1. Call to order:

Meeting was called to order at 6:20 pm.

2. Establish a quorum:

A quorum was established. Board members in attendance were Raymond Lopez, Christopher Cavazos, and Isaac Griego. Sofia Castillo was absent.

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

There were no citizens to speak.

4. Treasurer's report:

*Commissioner Cavazos reported income since the last meeting of \$52,405.30 which includes payments from the sale of the 2 brush trucks and the mobilehome on Hwy 281 South. He reported bank balances of \$162,169.02 in the Operating account; \$.20 in the Debt Service account; \$342,619.80 in the Reserve account; and \$55,000 in the Fire & Rescue account.
Informational item only. No action taken.*

5. Consider approval of the minutes for the Regular Meeting on May 26, 2015.

Motion was made by Commissioner Griego to approve the minutes for the meeting on May 26, 2015. Motion was seconded by Commissioner Cavazos. Motion carried 3/0.

NON-ACTION ITEMS:

6. Written Operations Report: The Board will discuss a monthly written status report from District 2 Fire & Rescue in regards to call volumes, run reports, and response times in the District 6 area (Areas 161 & 163) year-to-date. The Report will include the operational capacity of trucks, upcoming or past trainings for the month, public relations or community events, and any other pertinent information and supplementary oral briefing as needed.

Chief Al Castillo gave the oral report as well as provided the board with a written handout.

Response:

There were a total of 196 incidents for the month of May 2015 with an average response time of 8 minutes 50 seconds. Station 161 had 169 calls with an average response time of 8:45 and Station 163 had 27 calls with an average response time of 8:54.

Vehicles:

Engine 4 should be back in service later this week.

Personnel:

Chief reported that they have increased staffing for the July 4th weekend. Normal staffing is a minimum of 2 firefighters at Station 161 and 2 firefighters at Station 163

Equipment:

They just received the insurance check for the TIC camera and will be buying a replacement soon. That equipment will remain property of District 6.

EMS:

Chief said they did a bulk order of EMS supplies to make sure all bags were uniform.

Administration:

They are still working on their new employment manual.

Training:

Chief Castillo discussed some training that has been implemented as well as their participation in 2 live burn events that were held at San Antonio College.

Stations:

Chief reported the exterminator has sprayed and grass has been cut in an effort to control a flea problem at Station 161.

7. Administrative Report: The Board will receive a status report with regards to the sale of the two (2) 2008 Ford F550 Brush trucks owned by ESD, No. 6. (Staff)

Staff reported the sale of the 2 brush trucks was complete. The payment in the amount of \$19,422.00 was collected from the buyer; Frost Leasing was paid off in the amount of \$23,872.08; and the original titles were received and turned over to the new owner.

8. Status Report: The President of the Board of ESD, No. 6 will meet with Cliff Avery to review ISO Report, Grant, and Financing in regards to Chapter 775 responsibilities.

This item was informational only letting the board know that Commissioner Castillo will be setting up a meeting with Cliff Avery to explore grant opportunities and other ways to better the District and better the ISO rating. No action was taken.

ACTION ITEMS:

9. The Board will receive a report and consider possible action to extend the removal time for the manufactured Palm Harbor home at 19500 Hwy 281 South, San Antonio, TX. (Staff)

Motion was made by Commissioner Griego to approve the request for an extension for the removal deadline for the Palm Harbor mobilehome at 19500 Hwy 281 South, San Antonio, TX until July 19, 2015 and to have staff send an email to the buyer letting her know she is responsible for any damage (insurance coverage). Motion was seconded by Commissioner Cavazos. Motion carried 3/0.

10. The Board will be asked to review, discuss, and consider approval of the 2015 Effective / Rollback Tax Rate worksheets and publication notice provided to the District on June 8, 2015 from the office of the Bexar County Tax Assessor-Collector.

Motion was made by Commissioner Cavazos to approve the 2015 Effective / Rollback Tax Rate Worksheet as completed at this meeting with the understanding that Staff will first review with the Tax Assessor-Collector for completeness and accuracy noting any amendments that may be required will first be approved by Commissioner Lopez. Motion was seconded by Commissioner Griego. Motion carried 3/0.

11. The Board will be asked to consider approval of the agreement of the Waiver of Penalty and Interest on Tax Account #05669-000-0021 for Richard L. & Idalia G. Davila per the letter from the Office of the Tax Assessor-Collector, Albert Uresti dated July 1, 2015.

Motion was made by Commissioner Cavazos to approve the agreement of the waiver of penalty and interest on tax account # 05669-000-0021 for Richard L. & Idalia G. Davila. Motion was seconded by Commissioner Griego. Motion carried 3/0.

12. The Board will be asked to review, discuss and consider approval of reimbursement to Commissioner Sofia Castillo for the payment to Discount Electronics for the exchange of the computer in the District office.

Motion was made by Commissioner Griego to approve the reimbursement to Commissioner Sofia Castillo in the amount of \$96.34 for the exchange of the computer in the district office and to authorize the return of the equipment to Discount Electronics for a credit and purchase a brand new computer from a different vendor not to exceed \$1,000. Motion was seconded by Commissioner Cavazos. Motion carried 3/0.

13. The Board will be asked to review, discuss and take action to upgrade the water filtration system at the District headquarters at 2220 S. Loop 1604 East, San Antonio, TX 78264. (Staff)

Board policies were reviewed to make sure that competitive bids were not required on this item. Motion was made by Commissioner Cavazos to hire Aquamasters, Inc. to install the chlorinator as proposed not to exceed \$1,300. Motion was seconded by Commissioner Griego. Motion carried 3/0.

14. The Board will be asked to consider approval of the bills for ESD, No. 6 due and payable for the month of June for a total amount of \$11,454.91.

Motion was made by Commissioner Griego to approve the bills for ESD, No. 6 for the month of June for a total amount of \$11,454.91. Motion was seconded by Commissioner Cavazos. Motion carried 3/0.

List of itemized bills are as follows:

Rent	\$325.
Phone	\$140. (approximately)
Attorney fees	\$7,033.50
Payroll	\$1938.85
Reimbursements	\$86.56
Bexar Appraisal	\$1,931.00
Balance Auditor	\$2,184.00
Total	\$11,454.91

*Motion was made by Commissioner Cavazos to call the meeting into **Executive Session** at 7:35 PM citing Texas Government code Chapter 551.071 Consultation with Attorney and Chapter 551.072 Deliberation about Real Property. Motion was seconded by Commissioner Griego. Motion carried 3/0.*

15. The Board will be asked to receive advice from counsel to review, discuss, and consider negotiations of Interlocal Agreement(s) upon the expiration of the current Interlocal Agreement on September 30, 2015, the exploration of other options to provide the statutorily mandated service functions of the District and appoint commissioner(s) committee to negotiate.

This item was taken in Executive Session.

16. The Board will discuss and consider entering into an interlocal agreement with Emergency Service District No. 6 Fire & Rescue as it pertains to 2.7 acres of real property at 2220 S. Loop 1604 East, San Antonio, TX 78264 as required for continued operations by the District and to improve the ISO rating.

This item was taken in Executive Session.

*Motion was made by Commissioner Cavazos to return to **Open Session** at 8:34 PM. Motion was seconded by Commissioner Griego. Motion carried 3/0.*

17. After Executive Session, the Board may take appropriate action in regards to items 15 and 16. Action if any, will be made during the meeting of the Board of Directors for Emergency Service District 6 Fire & Rescue at the meeting immediately following.

18. Adjourn.

Motion to adjourn was made by Commissioner Cavazos. Motion was seconded by Commissioner Griego. Motion carried 3/0. Meeting was adjourned at 8:35 pm.

I hereby certify that the above notice was posted at the Bexar County Courthouse, Southside I.S.D. Administration Office located at 1460 Martinez-Losoya Rd. San Antonio, TX 78221, and at the ESD 6 office located at 2220 S. Loop 1604 East, San Antonio, TX 78264 on June 26, 2015.

**Raymond T. Lopez, Commissioner ESD No. 6
Board Vice President**