

**MINUTES
REGULAR MEETING
BEXAR COUNTY EMERGENCY SERVICE DISTRICT NO. 6
Tuesday, October 25, 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 October 25, 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 6:15 pm and a quorum was established. Board members in attendance were Sofia Castillo, Isaac Griego, Christopher Cavazos, and Edgar Castillo.

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

There were no citizens to be heard. Others in attendance included legal counsel, staff, and Danny Kerecman of VFIS, Trevor Wortes of D2FR, and Walter Ball of D2FR.

Commissioner Castillo took item #6 out of order with no objections from the other board members.

6. The Board will hear a brief presentation from Danny Kerecman of VFIS of Texas in regards to the District's current insurance coverage requirements and take action, as necessary to provide approval.

Danny Kerecman introduced himself to the board as a replacement from previous insurance agent, Gerrie Smith, who's retiring. The Board was given a hand out with an overview of insurance coverages. There was a brief discussion with the board inquiring about general liability coverage at the Hwy 281 property, building coverage at Station 161, and management liability, including the relationships with ESD, No. 2 and ESD6 Fire & Rescue. No action was taken.

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

Motion was made by Commissioner Cavazos to accept the Treasurer's report as presented with an amendment to include the Government Capital loan proceeds in the amount of \$130,000 that was received by wire transfer on 10/13/16. Motion was seconded by Commissioner Griego. Motion carried 4/0.

4. Consider approval of the minutes for the Regular Meeting on September 27, 2016.

Motion was made by Commissioner Cavazos to approve the minutes for the meeting on September 27, 2016. Motion was seconded by Commissioner Ed Castillo. Motion carried 4/0.

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

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.

- **Written proposals for fence for property at 19500 Hwy 281 South; alternatively, informal partnership with Southside ISD Vocational department for installation/construction of fence (Cavazos, Griego)**

There was a brief discussion about getting a proposal together to advertise in the Wilson County News and to include the cleanup of the property as well as the fence. Commissioner Cavazos will put together a list for the scope of work.

- **Written proposals for the clearing of the property at 19500 Hwy 281 South (Cavazos)**

Same as discussed above.

- **Information from Comptroller's office in regards to probable sales tax for applicable zip codes and consider hiring consultant, Cliff Avery (Rosenberg)**

Commissioner Cavazos reported that he is reviewing the list of businesses and should have this ready for the board by the next meeting.

- **ESD Guidelines Manual (Rosenberg)**

Mr. Rosenberg provided a hand out to the board including all the additions and amendments from the County's guidelines that he suggested the board incorporate.

Motion was made by Commissioner Cavazos to accept the amendments and incorporate those changes into the existing Policies & Procedures Manual. Motion was seconded by Commissioner Griego. Motion carried 4/0.

- **Statutorily Prescribed Disbursements Policy (Cavazos)**

Commissioner Cavazos prepared a draft policy for the board to review.

Motion was made by Commissioner Sofia Castillo to accept the policy as presented and direct legal counsel to review and merge into the Policies & Procedures Manual. Commissioner Cavazos amended that motion to include "with an effective date of 10/1/2016". Revision was accepted. Motion was seconded by Commissioner Griego. Motion carried 4/0.

7. The Board will discuss and consider approval of a new printer / scanner / copier for the ESD administrative office.

Motion was made by Commissioner Griego to approve an amount not to exceed \$500 for the purchase of a printer / scanner / copier for the ESD office. Motion was seconded by Ed Castillo. Motion carried 4/0.

8. The Board will be asked to consider approval of the bills for ESD, No. 6 due and payable for the month of October 2016 for a total amount of \$103,379.95.

Motion was made by Commissioner Griego to approve the bills for ESD, No. 6 due and payable for the month of October for a total amount of \$103,379.95. Motion was seconded by Commissioner Ed Castillo. Motion carried 4/0.

9. Adjourn.

Meeting was adjourned at 7:41 pm.

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