

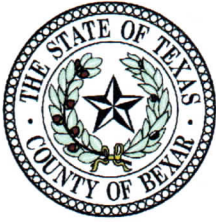
BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



MEETING MINUTES MAY 16, 2017

Bexar County Emergency Services District No. 2 conducted a meeting in the Bexar County Emergency Services District No. 2 Meeting Room located at 7045 Old Talley Road, San Antonio, Texas 78253, to discuss the following:

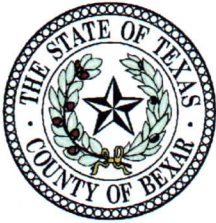
1. **Call the Bexar County Emergency Services District No. 2 Meeting to order and establish a quorum.**
– The meeting was called to order at 7:10 PM (19:24) by Commissioner Cash. A quorum was established with Commission McGinnis, Commissioner Cash and Commissioner Harris present. Commissioner Benito was absent.
2. **Citizen Public Forum. (Individuals will have 3 minutes to address the Board.)** – No one to speak. Moved to Item #7.
3. **Command Staff Report** – The meeting went into recess at 7:24 PM (19:24). The meeting was called to order at 8:54 PM (20:54) by Commissioner Cash. A quorum was established with Commission McGinnis, Commissioner Cash and Commissioner Harris present. Commissioner Benito was absent. Chief Rodriguez gave the presentation of the Command Staff Report.
 - a. **Updates and/or action on the following items presented by Command Staff:**
 - i. **Building Inspection of Station 123.** – No Action Taken, waiting on proposal from A-1 Engineering.
 - ii. **Bids to outfit 5 Ton Heavy Brush Truck** – A motion was made by Commissioner McGinnis outfit 5 Ton Heavy Brush Truck and make necessary repairs to put the truck in service, awarding Rescue-Rescue, Inc. not to exceed the amount of \$7,000. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
 - iii. **Additional Position at Station 121 & Station 123** – A motion was made by Commissioner McGinnis to add a position at Station 121 and Station 123 per shift, making a total of 6 new positions authorizing Chief Rodriguez to hire to fill those positions. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
 - iv. **Purchase of SCBA Bottles** – A motion was made by Commissioner McGinnis to approve the bid from Municipal Emergency Services in the amount of \$24,552.50 for 25 new 45 minutes SCBA bottles on the stipulation that the HGAC cost was not cheaper. If cost is cheaper, must purchase through Cooperative. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
4. **Review/Approval of the meeting minutes from April 19, 2017.** – A motion was made by Commissioner McGinnis to approve the meeting minutes from April 19, 2017. A second to the motion was made by Commissioner Cash. The motion carried 2-Yes, 0-No, 1-Absention by Commissioner Harris.



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5. **Deliberation, updates and/or action to adopt a resolution to declare the results of the Sales Tax Election held on May 6, 2017.** – Commissioner McGinnis read aloud Resolution 05162017-001. A motion was made by Commissioner McGinnis to adopt Resolution 05162017-001 establishing a Sales Tax of 1.5 percent within the Bexar County Emergency Services District No. 2 Boundaries. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
6. **Deliberation, updates and/or action on establishing a Frost Checking Account for Sales Tax Deposits.** – A motion was made by Commissioner McGinnis to establish a Public Funds Checking Account for Sales Tax Deposits at Frost Bank. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
7. **Deliberation, updates and/or action on the FY2016 Audit.** – Kim Roach from Armstrong, Vaughan and Associates was present to give an update on the audit. A draft of the audit will be completed in approximately 1 week. Commissioner McGinnis made a motion that any two Commissioners can meet with the auditor to review and approve the report to be sent to the County Auditor. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No. Moved to Item #3.
8. **Deliberation, updates and/or action regarding insurance coverage and renewal.** – A motion was made by Commissioner McGinnis to change Workers Compensation Carriers from TML Intergovernmental Risk Pool to Benchmark Insurance. The General Manager to verify the cost due to quote being over 30 days old. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
9. **Deliberation, updates and/or action regarding Investment Policy.** – A motion was made by Commissioner McGinnis to approve the Investment Policy (Rev. 000). A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
10. **Deliberation, updates and/or action regarding FY2016-2017 Budget Amendments.** – A motion was made to approve budget amendments proposed in the FY2016-2017 Budget - Rev 001, with the exception of other income. Those transactions will be reclassified to Miscellaneous Income. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
11. **Deliberation, updates and/or action regarding FY2017-2018 Budget.** – No Action Taken, Start Planning Stages.
12. **Deliberation, updates and/or action regarding the Frost's Public Funds Security Agreement and Frost's Tri Party Public Funds Collateral Agreement.** – A motion was made by Commissioner McGinnis to approve the updated Frost Public Funds Security Agreement and Frost's Tri Party Public Funds Collateral Agreement. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
13. **Deliberation, updates and/or action regarding request from Vista Community Church to move the building at 2096 Talley Road that was built by the Church.** – A motion was made by Commissioner



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McGinnis, contingent on legal review, to return the small classroom building that was built by Vista Church with no public funds used in its construction, to Vista Church and that no public funds will be used in the movement of the building. The Church is to pay all costs to move the building off of the property, and that it would save the tax payers the cost of having to demolish the building when a new station is constructed on that property. A second to the motion was made by Commissioner Harris. The motion carried. 3-Yes, 0-No.

14. Deliberation, updates and/or action on the following items:

- a. **Financial Reports.** – A motion was made by Commissioner McGinnis to approve the Financial Reports as presented. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- b. **Cash Reconciliations.** – A motion was made by Commissioner McGinnis to approve the Cash Reconciliations Reports as presented. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- c. **Authorization to pay/ratify monthly bills due/paid.** – A motions was made by Commissioner McGinnis to authorize the payment of bills presented. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.

15. **Deliberation, updates and/or action on bids for email systems and service.** – No Action Taken, General Manager to verify Google use of Business Email for Advertisements.

16. **Deliberation, updates and/or action regarding presentation of reimbursement check issued to Sanchez & Wilson PLLC.** – Mark Sanchez from Sanchez & Wilson, PLLC present a reimbursement check in the amount of \$6,600.54 reimbursement from VFIS Insurance for payment of legal fees in Chaffee vs BCESD No. 2. VFIS originally paid out to Sanchez & Wilson, PLLC. – No Action Taken.

17. **Deliberation, updates and/or action on the appointment, employment, evaluation, duties, reassignment of duties of a public officer, member, or employee.**

- a. **Fire Chief** – No Action Taken
- b. **General Manager** – No Action Taken

18. **Deliberation, updates and/or action regarding:** - The BCESD No.2 Board entered into closed session to confer with the District's Attorney at 9:06 PM (21:06). The BCESD No. 2 Board entered into open session at 9:42 PM (21:42) with no action taken during closed session.

- a. **Klonek v. Bexar County Emergency Services District No. 2 – Civil Action No. 5:16-cv-00621-FB.** – No Action Taken.



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b. **Castillo, Jr. v. Bexar County Emergency Services District No. 2 – Civil Action No. 5:16-cv-538-OLG.** – A motion was made by Commissioner McGinnis to have the attorney formally take legal action against Kevin Smith in regards to the Albert Castillo litigation and any other actions by Kevin Smith with regards to his communications to the ESD. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.

19. Determine date, possible recurring date, time and any additional agenda items for the next meeting. – Wednesday June 7, 2017 for Special Meeting. June 21, 2017 for Monthly Meeting.

20. Adjourn. – A motion was made by Commissioner McGinnis to adjourn the meeting at 11:37 PM (23:37). A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.

ATTEST:

Signature

JAMES BENNETT PRESIDENT

Name/Title

21 Jun 2017

Date

Signature

DAVID C HARRIS sec/tre.

Name/Title

21 JUN 17

Date