



BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



MEETING MINUTES AUGUST 8, 2016

Bexar County Emergency Services District No. 2 conducted a meeting at the Station 121 Training Room located on 2096 Talley Road, San Antonio, TX 78253, to discuss the following:

1. **Call the Bexar County Emergency Services District No. 2 Meeting to order and establish a quorum. Pursuant to Texas Government Code 551.127, on or more Commissioners of the Bexar County Emergency Services District No. 2 may participate remotely in this properly posted public meeting by means of a two-way videoconference call via live video and audio feed, clearly visible and audible to each other commissioner and to members of the public in attendance at 2096 Talley Road, San Antonio, TX 78253** – The meeting was called to order by Commissioner Benito at 8:12 PM (20:12). A quorum was established with Commissioner Benito, Commissioner Cash, and Commissioner Harris present. Commissioner McGinnis was absent.
2. **Citizens Public Forum (Individuals will have 3 minutes to address the Board.)** – No one signed up to speak.
3. **Review/Approval of the minutes from July 11, 2016.** – A motion was made by Commissioner Benito to approve the minutes from July 11, 2016. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
4. **Command Staff Report** – Interim Fire Chief Ralph Rodriguez presented the Command Staff Report.
 - a. **Updates and/or action on the following items**
 - i. **Annual Firefighter Awards Banquet** – Update, No action taken.
 - ii. **Station 122 EMS Office Repairs** – Update, No action taken.
 - iii. **ISO Audit** – Update, No action taken.
 - iv. **Ladder Truck** – Update, No action taken.
5. **Authorization to purchase and/or fund by consent:** - A motion was made by Commissioner Benito to allow Chief Rodriguez to purchase items 5a, 5b, & 5d and to have Vendors file a form 1295. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
 - a. **Public Relations Trailer**
 - b. **Public Relation Material for Fire Prevention Awareness**
 - c. **Bullex Live Fire Community Training Prop**
 - d. **Swift Water Awareness Class for all members**
6. **Discussion, updates and/or action on the following items:**
 - a. **Monthly Financial Report** – A motion was made by Commissioner Benito to accept the monthly financial report. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
 - i. **Cash Reconciliations Review** – Review, No action Taken.



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- b. **FY2015 Audit** – Discussion only, not action taken.
- c. **Authorization to pay monthly bills due** – A motion was made by Commissioner Benito to pay the monthly bills due. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- d. **Transfer \$600,000 from Frost Checking to Frost Payroll** – A motion was made by Commissioner Benito to transfer \$600,000 from the Frost Checking Account to the Frost Payroll Account. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- e. **ESD Investment Officer** – A motion was made to appoint Commissioner Harris as the Investment Officer. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
- f. **FY2017 Budget** – A motion was made by Commissioner Benito to approve the FY2017 Budget. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
- g. **FY2016-2017 Tax Rate** – A motion was made by Commissioner Cash to propose a tax rate of \$0.10 per \$100 dollars' valuation and to start the process by setting public hearings for August 22, 2016 and August 29, 2016. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- h. **Water Well at Station 121** – Three proposals presented by Chief Rodriguez. A motion was made by Commissioner Benito to accept the proposal from Acacia Water Wells to plug the unused water well at Station 121. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- i. **Signature Cards for Frost Bank** – No Action Taken. Update given, signature cards complete.
- j. **Advertisement for the hiring of a Fire Chief** – Discussion and update, No Action Taken.
- k. **Building Inspector to inspect Stations 121, 122, & 123.** - Discussion only, More Bids to be obtained. No Action Taken.
- l. **ESD2/D2FR Contract** – A motion was made by Commissioner Cash to have legal draft a contract. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- m. **Station 124** – Discussion Only – No Action Taken.
 - i. **Architect for Station 124** - Discussion Only – No Action Taken.

7. Deliberation and/or Action on the appointment, employment, evaluation, duties, reassignment of duties, discipline or dismissal of a public officer or employee, Josh Brown.



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- The meeting entered into closed session at 9:38 PM (21:38). The meeting entered back into open session at 10:02 PM (22:02) with no action taken during closed session. A motion was made by Commissioner Cash to approve the employment agreement and have Commissioner Benito sign and execute the agreement. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.

8. Determine date, time and any additional agenda items for the next meeting - September 12, 2016 - Update on TRO.

9. Adjourn. - A motion was made by Commissioner Benito to adjourn the meeting at 10:10 PM (20:10). A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.

ATTEST:

Signature

Signature

JAMES BENITO PRESIDENT

Name/Title

DAVID C HARRIS Sec/Treas

Name/Title

19 SEP 16

Date

19 SEP 16

Date