

HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3
BOARD MEETING
JUNE 25, 2013
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1. **CALL TO ORDER.** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 5:02 p.m. by Leighton Stallones.

BOARD MEMBERS PRESENT. Leighton Stallones, Sharon O'Brien, Doyle Krumrey and Lea Ann Kenworthy. Also present were, Chief Smith, D Griffin, K Kemp, M Simkin, S Raven and Bill Grimsley.

2. **PLEDGE TO THE AMERICAN AND TEXAS FLAGS.**
3. **ACKNOWLEDGE MAY BIRTHDAYS.**

CONSENT ITEMS

4. **BOARD MEETING MINUTES.** Doyle moved to approve minutes from the Regular Board Meeting May 21, 2013 and the Special Meetings on May 28, 2013 and June 5, 2013. Lea Ann seconded. All in favor, motion passed.
5. **SALES TAX REPORT.** Doyle moved to accept the reports from Sales Tax Assurance, LLC. Lea Ann seconded. All in favor, motion passed.
6. **NOTICE FROM PEC:** Doyle moved to accept the notice to discontinue service monitoring effective September 1, 2013. Lea Ann seconded. All in favor, motion passed.

PRESENTATION

7. **PRESENTATION OF 2012 AUDIT.** Mr. Grimsley, CPA, presented the 2012 Audit. New regulations have changed the appearance of the financials and reporting. No deficiencies in the internal control over financial reporting were identified. The audit went smooth and results were a clean opinion.

ACTION ITEMS

8. **2012 AUDIT REPORT.** Doyle moved to accept the 2012 Audit. Sharon seconded. All in favor, motion passed.
9. **REPORT FROM TREASURER.** Sharon presented financials for May 2013. We have \$857,657 cash on hand. Doyle moved to accept the treasurer's report. Lea Ann seconded. All in favor, motion passed.
10. **BANK ACCOUNTS AT SAGE CAPITAL.** Sharon moved to close the money market accounts open savings accounts, to accrue more interest, for the Building Fund, Sales Tax, and Ad Valorem and to close the checking account for the M&O Reserve and open a savings account at Sage Capital Bank. Doyle seconded. Lea Ann abstained from voting. No further discussion, motion passed.
11. **CONTRACTS AND PENDING AGREEMENTS FOR SHFD/TFA/SMART.** Sharon moved to accept, existing and pending contracts and agreements between South Hays Fire Department and/or DBA Texas Fire Academy, DBA San Marcos Area Recovery Team and other parties, pending integration of TFA/SHFD/SMART. Doyle seconded. All in favor, motion passed.

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12. **CONTRACTING WITH SOUTH HAYS FIRE DEPARTMENT.** It was the consensus of the Board to table this item until the next regular meeting and after the audit is complete.

13. **INTEGRATION OF SOUTH HAYS FIRE, TEXAS FIRE ACADEMY AND SMART.** It was the consensus of the Board to table this item until the next regular meeting.

14. **DISPOSAL OF THE 2004 FORD EXPEDITION.** Table until the next regular meeting.

15. **CHIEF'S REPORT.**

- Alarm Data - 92 Calls – 466 YTD - / SMART – 0 Calls
- Situation Report
 - Burn ban lifted
 - Co-located dispatch update
 - EMS Board Meeting Update
 - TFS Predictive Services using Station 12 as monitoring site
- Officer Corps
- Apparatus
 - 2012 Tender Repair Update – cab chassis pending
- Station 12 & 13 – maintenance completed
- Training / Membership
 - 65 members
 - 7 applications in process
 - Training hours – 1,964 / YTD 4,376 / Last YTD 11,002.2
- Certifications –
 - Fire Officer I & Wildland Basic – Gonzales
 - Fire Officer II and III – Watt
 - Fire Officer III – S Raven
- Special Projects
 - Training – Rules & Regulations, ALERRT 2 Fire/EMS into Police emergencies, Fire Extinguishers, Nozzle Forward, NFA Incident Safety Officer, Fire Svc Chief Exec Officer, Emergency Vehicle Ops, Train the Trainer
- Grants
 - Federal – ALERRT 2 & NFA Incident Safety Officer
 - TFS – Fire Svc Chief Exec Officer – partial
 - VFIS – Emergency Vehicle Ops, Train the Trainer
- Injuries – None – Last injury 11/15/2011

16. **REVIEW OF POLICIES.** Lea Ann moved to accept the changes, as presented, to the Fixed Asset and Investment policies with no changes to the Conflict of Interest, Purchase Order and Fire Station Utilization policies. Sharon seconded. All in favor, motion passed.

17. **REPAIRS TO THE 2009 PIERCE ENGINE.** Leighton moved to pay the amended invoice from Siddons-Martin Emergency Group for the 2009 Pierce Engine in the amount of \$4,700.00. Doyle seconded. All in favor, motion passed.

18. **DISCUSSION AND ACTION ON PURCHASE ORDER(S) AS FOLLOWS:**

- a) 1. – No PO's to consider for Ad Valorem Contingency Fund.
- b) 1. – No PO's to consider for Sales Tax Contingency Fund.

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19. **LAND ACQUISITION/FINANCING.** On June 11, 2013, we closed on the land for 3.106 acres from Carma/Brookfield to ESD 3 and on 1.0 acre from ESD 3 to Carma/Brookfield, with an option for Carma/Brookfield to take ownership of the 1401 W. San Antonio property within the next eight years. The tenants occupying the house on the 3.106 acres are prepared to vacate by September 30, 2013. Financing options, for building the new central fire station, are being researched.
20. **SIGNAGE AT STATION 11/12/13.** Chief will verify the quote is for a double sided sign.
21. **CITIZEN COMMUNICATIONS.** None
22. **REGULAR/SPECIAL MEETINGS.** Meetings to be held at 1401 W. San Antonio St., San Marcos TX. The next special meeting will be on July 8, 2013, at 4:00 p.m. The next regular meeting will be on July 18, 2013, at 5:00 p.m.
23. **ADJOURN.** At 7:35 p.m. Doyle moved to adjourn the meeting and Lea Ann seconded. Meeting adjourned.

Prepared By:
Patti E. Blackson
Administrative Assistant