

HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3
BOARD MEETING
MAY 21, 2013
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1. **CALL TO ORDER.** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 5:00 p.m. by Leighton Stallones.

BOARD MEMBERS PRESENT. Leighton Stallones, Sharon O'Brien, Doyle Krumrey and Lea Ann Kenworthy. Also present were, Chief Smith, C Carroll, K Price, D Bednorz, S Cuellar and A Cortez.

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

CONSENT ITEMS

4. **BOARD MEETING MINUTES.** Doyle moved to approve minutes from the Workshop Meeting on March 25, 2013, the Regular Board Meeting on April 17, 2013 and the Special Meeting on April 30, 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. **QUARTERLY WATER USAGE:** Doyle moved to accept the quarterly water usage report for the 3300 Hilliard Road Fire Station. Lea Ann seconded. All in favor, motion passed.

ACTION ITEMS

7. **CANVASS OF MAY 11, 2013 SPECIAL ELECTION.** Canvass Proceeding Under §67.004 is attached on pages 4-5.
8. **BOUNDARIES ON 3.106 ACRES/NEW STATION 11.** Doyle moved to accept the adjusted boundaries on 3.106 acres, more or less, out of the Edward Burleson Survey, Hays County, Texas and accepting such as the location for the new Station 11. Lea Ann seconded. All in favor, motion passed.
9. **CLOSING ON 1.0 ACRE & 3.106 ACRES.** Doyle moved to hold closings on June 11, 2013, 3:00pm, with Corridor Title, on the 1.0 acre of land, more or less, and the 3.106 acres of land, more or less, out of the Edward Burleson Survey, Hays County, Texas. Lea Ann seconded. All in favor, motion passed.
10. **CONTRACTING WITH SOUTH HAYS FIRE DEPARTMENT.** Sharon advised of discussions with Alton Thiele, CPA, regarding the audit for South Hays Fire and Texas Fire Academy. Recommendations for merging QuickBooks were discussed. Mr. Thiele is scheduled to begin the audit in June for 2011 and 2012. This is the next step in the process of integrating departments. We are still on target for completion of the integration by Sept. 30, 2013. It was the consensus of the Board to table this item until after the audit is complete.

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11. **REPORT FROM TREASURER.** Sharon presented financials for April 2013. We have \$884,764 cash on hand. Expenses are under budget for April. No fixed assets were purchased in April and we paid off a PC. The only current debt is for the 2012 Tender, \$192,000. Reminder of the plan to pay part cash and finance the remaining \$60,000 for the new Command 12. YTD, we are at 33% of our budgeted expenses. Doyle moved to accept the treasurer's report. Lea Ann seconded. All in favor, motion passed.
12. **REVIEW OF POLICIES.** Tabled until next regular meeting.
13. **REPAIRS TO THE 2009 PIERCE ENGINE.** It was the consensus of the Board to have Chief and Leighton compose a letter to the owners of Siddons-Martin Emergency Group regarding the failure of their Manor office to obtain a Purchase Order authorizing \$6,662.30 in repairs and to address the excessive amount of labor charged for the service.
14. **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.
15. **LAND ACQUISITION.** The slope map and tree & topographic survey for the 3.106 acres were presented. Sharon, Leighton and Patti met with Sage Capital to begin discussions for the new station financing. Additional financial institutions will be contacted to obtain the best financing rates and terms. We pursue all options.
16. **CHIEF'S REPORT.**
 - Alarm Data - 93 Calls – 374 YTD - / SMART – 0 Calls
 - Situation Report
 - Burn ban lifted
 - Co-located dispatch update – meeting 5/24
 - EMS Board Meeting Update
 - WHJ Architects Update
 - Texas Legislation Update
 - Officer Corps
 - Apparatus
 - 2001 Tender Refurbish complete in 2-3 weeks
 - 2012 Tender Repair Update – cab chassis pending
 - Station 12 & 13 – exterior lighting quote pending / HVAC Energy Management System ordered / wireless modems installed (Ranch Wireless service cancelled)
 - Training / Membership
 - 4 + 1 Jr. applications / 69 members (3 new) (2 support)
 - Training hours - 434 / YTD 2,108 / Last YTD 11,002.2
 - Staff Time Spent on Emergency Incidents – this data will not be on future reports - removed at request of the Board
 - Special Projects
 - Training – Forcible Entry, Incident Safety Officer 6 SHFD, Whitewater Tech 7 SHFD, Vent, Enter, Search, VES
 - TIFMAS credentials for all qualified members
 - New Member Orientation for 3

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- Grants -Texas Forest Service – Whitewater Tech for 7
- Injuries – None – Last injury 11/15/2011

17. **1999 FORD AMBULANCE DONATION.** Leighton moved to accept the donation of a 1999 Ford Ambulance, VIN 1FDWF36F1XEB54554, from the City of Staples/York Creek Volunteer Fire Department and to keep the 1991 Ford Ambulance in our fleet. Doyle seconded. All in favor, motion passed.
18. **SIGNAGE AT STATION 11/12/13.** Doyle moved to obtain a quote to update the signage on Station 12/13 (Station 11 will be on the new building) to read Hays County Emergency Services District No. 3, and to replace the burn ban signs at Station 12/13. Sharon seconded. All in favor, motion passed.
19. **DISCUSSION AND ACTION ON IMPLEMENTING A JUNIOR FIREFIGHTER PROGRAM.**
Tabled until next Regular Board Meeting.
20. **CITIZEN COMMUNICATIONS.** None
21. **REGULAR/SPECIAL MEETINGS.** Meetings to be held at 1401 W. San Antonio St., San Marcos TX. The next special meeting will be on May 28, 2013, at 3:45 p.m. The next regular meeting will be on June 25, 2013, at 5:00 p.m.
22. **ADJOURN.** At 6:55 p.m. Doyle moved to adjourn the meeting and Lea Ann seconded. Meeting adjourned.

Prepared By:
Patti E. Blackson
Administrative Assistant

CANVASSING PROCEEDING UNDER §67.004

PRESIDING OFFICER AT CANVASS: Leighton Stallones

- II. Call to order
- b. The Board of Emergency Services Commissioners of Hays County Emergency Services District No. 3 will now consider Agenda Item No. 7, under Authority of the Texas Election Code for the purpose of Canvassing the results of the District's May 11, 2013 Special Election on the issues of the increase in the Sales and Use Tax by the District's voters at the rate set forth therein.
- c. Let the record reflect that the Time is 5:08 p.m. and that the following members of the Board of Emergency Services Commissioners are present: Leighton Stallones, Doyle Krumrey, Sharon O'Brien and Lea Ann Kenworthy.
- d. At this time I present the canvassed election returns provided by the Hays County Elections Administrator to the Board of Emergency Services Commissioners pursuant Chapter 67, Texas Election Code.

PRESIDENT: Leighton Stallones

- II. Presentation of returns.
- a. Under the requirements of the Texas Election Code I am presenting the Commissioners with the election returns provided to the District by the officials from the Hays Elections Administrator. These returns contain the results of the District's May 11, 2013 Special Election which was conducted by the Elections Administrator jointly with other elections in Hays County.
- ~~b. [IF APPLICABLE] A representative of the Hays County Elections Administrator is here with us today to answer any questions you may have about the returns or the conduct of that election.~~
- c. I have placed before the dais, the sealed precinct returns provided to the District by the County Elections Administrator. I have also provided a summary report of the election returns for each of the attending members today that you have before you.
- d. The results of the election are as follows:
 - For the adoption of a sales and use tax in the District at the rate of one-half of one percent 3 votes
 - Against the adoption of a sales and use tax in the District at the rate of one-half of one percent 2 votes
 - And 1 Undervote
- e. I have for your consideration a proposed canvassing order which constitutes the official tabulation of the total votes received for the proposition and including an exhibit which shows the votes received in each precinct for the proposition.
- f. The members of the Board present at today's canvassing meeting may examine the precinct returns, ask questions of the representatives present on any aspect of the conduct of the election.
- g. The members may waive an examination of the precinct returns if they so desire.
- h. The members of the Board present may then move adoption of the proposed canvassing order and thus complete the canvass of the election.

PRESIDING OFFICER: Leighton Stallones

III. Canvass of election.

- a. At this time, do any of the members present at today's canvass wish to examine any of the election returns provided by the County Elections Administrator?
- b. Are there any questions for the County Elections Administrator's representative, our attorney, or the president?
- c. Do I have a motion to waive the examination of each precinct return?

MOVANT: Sharon O'Brien

- d. I move that we waive examination of each precinct return.

SECOND: Lea Ann Kenworthy

- e. I second the motion.

PRESIDING OFFICER: Leighton Stallones

- f. It has been moved and seconded that we waive examination of each individual precinct return. All those in favor signify by saying "AYE." Any opposed? None. Motion carries.
- g. Do I have a motion to canvass the results of the May 11, 2013 Special Election?

MOVANT: Sharon O'Brien

- h. Mr. President, I move that the Board, as the canvassing authority for this election, canvass the results of the May 11, 2013 Special Election of Hays County Emergency Services District No. 3 by adopting the proposed order, declaring that the election was properly conducted, and that the voters have approved and adopted, and the District shall implement, an increase in the District's sales and use tax as set forth in the order.

SECOND: Lea Ann Kenworthy

- i. I second the motion.

PRESIDING OFFICER: Leighton Stallones

- j. A motion to canvass the election results of May 11, 2013 Special Election has been made and seconded. Is there any discussion?
- k. All those in favor signify by saying "AYE"
- l. Any opposed? NONE
- m. The Canvass is adopted and the President and other relevant officers are hereby authorized to complete the proposed order and provide it to the necessary authorities, including the Texas Comptroller of Public Accounts.

IV. Proceed with Regular Meeting Agenda or Adjourn, as appropriate.

Note: Any question from the public should be referred to the ESD's attorney.