

HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3
BOARD MEETING
FEBRUARY 19, 2013
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1. **CALL TO ORDER.** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 7:04 p.m. by Leighton Stallones.

BOARD MEMBERS PRESENT. Leighton Stallones, Lea Ann Kenworthy, Sharon O'Brien and Doyle Krumrey. Also present were, Chief Smith, D Bednorz, S Raven, K Kemp, S Morrison, J Cliett, A Cortez, N Ramsey, K Price and R Lopez.

2. **PLEDGE TO THE AMERICAN AND TEXAS FLAGS.**
3. **ACKNOWLEDGE FEBRUARY BIRTHDAYS.**
4. **BOARD MEETING MINUTES.** Doyle moved to approve the Regular Board Meeting Minutes from January 15, 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. **EXECUTIVE SESSION.** Leighton announced on February 19, 2013, 7:07 p.m. the board will convene in closed session pursuant to Texas Government Code Section 551.074, personnel matters, of the Texas Open Meetings Act for the following purpose: To discuss employees and benefits of the Fire Chief, Assistant Fire Chief and the Administrative Assistant.

RETURN TO OPEN SESSION. Leighton announced the end of the executive session and the meeting returned to open session on February 19, 2013, at 7:46 p.m.

7. **ACTION ITEMS ON EXECUTIVE SESSION.** An Employee Handbook, and a Policy and Procedure Manual development is ongoing.
8. **REPORT FROM TREASURER.** Sharon presented the January 2013 financials. We have \$720,216 cash on hand. YTD, we are at 8.3% of our budgeted expenses. Doyle moved to accept the treasurer's report. Lea Ann seconded. All in favor, motion passed.
9. **ESD3 DISTRICT OFFICER BOARD POSITIONS.** Sharon moved to nominate Leighton Stallones, President; Doyle Krumrey, Vice President; Sharon O'Brien, Secretary/Treasurer; Lea Ann Kenworthy, Assistant Treasurer; and to have the position of Member at Large open until filled by a new member. Lea Ann seconded. All in favor, motion passed.
10. **DISCUSSION AND ACTION ON PURCHASE ORDER(S) AS FOLLOWS:**
 - a. 1) - No PO's to consider for Ad Valorem Contingency Fund.
 - b. 1) - PO #220511 to purchase running board steps for E9733 (2009 Pierce Engine) in the amount of \$1,660.28; items 1,2,3 on PO. Lea Ann moved to purchase the equipment. Doyle seconded. All in favor, motion passed.
11. **REPAY THE BUILDING FUND.** Sharon moved to repay \$271,154 to the building fund from the 2013 Sales Tax Revenues for the 09/20/11 prepayment of the 2012 Pierce 2200 Gallon Tender, with the initial payment of \$71,154 and two subsequent payments of \$100,000 each, as the funds are available. Doyle seconded. All in favor, motion passed.

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12. **DISCUSSION AND ACTION ON THE 5 YEAR PLAN.** Tabled until next regular meeting.
13. **DISCUSSION AND ACTION TO TRANSFER YEAR END BALANCE OF THE SALES TAX CONTINGENCY FUND TO THE BUILDING FUND.** Tabled until next regular meeting.
14. **DISCUSSION AND ACTION ON THE LAND ACQUISITION AND BUILDING FINANCING.**
Various forms of financing are being researched.
15. **CHIEF'S REPORT.**
- SHFD – 93 Calls – 100% of reports are complete / SMART – 0 Calls
 - Burn ban lifted
 - Co-located dispatch update
 - EMS Board Meeting Update
 - WHJ Report
 - TFA to develop Business Plan with SBA
 - Capt. Bednorz reported on membership and apparatus
 - Corporation bylaws are being updated
 - Tender refurbish to be completed end of March
 - Station 12 & 13 – Chief Smith and Asst. Chief Raven will be working on exterior lighting
 - Asst. Chief Raven reported on Training / Membership
 - 0 New members
 - Training hours 748
 - Staff Time Spent on Emergency Incidents
 - Chief Smith responded to 6 calls / 8.74 hours
 - Asst. Chief Raven responded to 9 calls / 10.37 hours
 - Certifications
 - Kelly Kemp & Stacey Janus - TCFP Firefighter Basic
 - Special Projects
 - 9 members completed FF1 Wildland & Engine Boss classes
 - Leadership Conference
 - Texas State Volunteer Fair
 - Chief Officers meeting, gear lease research
 - Architect meeting
16. **CALL SALES TAX ELECTION.** Sharon moved to order an election in Hays County Emergency Services District No. 3 to adopt and implement a Sales and Use Tax in the area of the City of Wimberley, Texas, in the vicinity of RR12 and RR32 and not within the Wimberley Library District at the rate of .5% to be held on May 11, 2013; exclude the areas of the District, The Village of Wimberley, Texas, and any other area in the District where the Sales and Use Tax rate is currently at 2% from the election and implementation of said Sales and Use Tax; authorize the necessary District officials to take any and all necessary action to effect same, including contracting with necessary individuals and entities; and issue any and all necessary orders and notices in relation to same. Lea Ann seconded. All in favor, motion passed.
17. **PRESENTATION TO COMMISSIONERS COURT.** It was the consensus of the Board to present on March 26, 2013.

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18. **SOUTH HAYS FIRE DEPARTMENT BY-LAWS.** The Corporation Board is working on update.
19. **COMBINING DEPARTMENTS.** Options and financials will be presented at next Regular Board Meeting.
20. **CITIZEN COMMUNICATIONS.** None
21. **NEXT REGULAR MEETING** will be at 1401 W. San Antonio St., San Marcos TX on March 19, 2013, at 7:00 p.m.
22. At 9:30 p.m. Lea Ann moved to adjourn the meeting and Doyle seconded. Meeting adjourned.

Prepared By:
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Administrative Assistant