

**Bexar County
Emergency Services District No. 11
Meeting Minutes
May 18, 2017
6:00 P.M.**

The Bexar County Emergency Services District No. 11 conducted a meeting at the Bexar County Emergency Services District No. 1 Office located at 8275 FM 78, Suite No. 2, Converse, Texas 78109 on May 18, 2017 at 6:00 P.M. The following was discussed;

1. Commissioner True called the Bexar County Emergency Services District No. 11 Meeting to Order at 6:01 P.M. and established a quorum with all four members present.
 - a. The Pledge of Allegiance was recited.
2. Citizen Forum (3-minute time limit per individual). There weren't any citizens signed up to speak during this segment.
3. Approval of the April 13, 2017 meeting minutes. Commissioner Schleicher made a motion to approve the meeting minutes. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote in favor of.
4. Discussion and appropriate action on the review with the District's auditor of the FY 2016 Audit to be turned into the Bexar County Auditor's office by June 1, 2017. The Auditor reviewed the audit report with the Board explaining each category. There was little change this year from last year's report. The Board had several questions which the auditor was able to answer to their satisfaction.
 - a. Authorization to approve the District's FY 2016 Audit. Commissioner Brown made a motion to approve the audit report. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of.
 - b. Authorization for the District's administrator to turn in the FY 2016 Audit report to the Bexar County Auditor's office prior to June 1, 2017. Commissioner Brown made a motion authorizing the administrator to turn in the audit report to the County Auditor's office. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of.
5. Chief's report.
 - a. Run Report. The Chief spoke about the number of calls to date and how the ESD is responsible for 61.31 % of the total number.
 - b. Upcoming events. The Chief informed the Board that the annual Hobofest was a clear success this year.
6. President's Report.
 - a. Update to the Board addressing items related to the building of the fire station.
 1. Annexation. The State is considering a bill that would greatly reduce a city's ability to annex additional areas without the citizen's approval through a vote process. Hopefully, there will be more clarity by next month's meeting.

2. Loan process. Government Capital has requested an opinion letter from the District's attorney to clarify several items related to the loan. This should be resolved rather quickly.
3. Bank proceeds and how disbursement from the loan will be handled. The loan proceeds will be paid from a Schertz Bank account after invoices from vendors are submitted and the percentage that is being paid out is verified as completed.
7. Update on activities, discussion, and appropriate action as required on the development of the Bexar County Emergency Services District No. 11 Fire & Safety facility project. Mr. Gabe Perez informed the Board that the process is already approximately 45 days behind in the permitting part.
8. Authorization for the President and Treasurer, as necessary, to sign the final loan document from Government Capital moving forward with the loan for the building of the new facility. Commissioner Schleicher made a motion authorizing the President and Treasurer or whoever Government Capital requires to sign any loan documents after they have been reviewed by the District's attorney. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor of.
9. Financial Reports.
 - a. Review of the financial reports. Commissioner Brown made a motion to accept the financial reports as presented. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor of.
 - b. Action to approve the payments for the District. Commissioner Schleicher made a motion to approve the payments for the District. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor of.
10. Determine any additional items to be added to the next meeting agenda. The next meeting will have an item to transfer funds from Frost Bank to the Schertz Bank operational account.
11. Adjourn. With no further business before the Board, the meeting was adjourned at 7:25 P.M.

ATTEST:

Ms. Earline Williams
Secretary

Ms. Gloria Salinas
Administrator