

**Bexar County
Emergency Services District No. 11
Meeting Minutes
September 13, 2018
6:00 P.M.**

Bexar County Emergency Services District No. 11 conducted a meeting at the Woodlake Baptist Church located at 6980 Woodlake Club Drive, San Antonio, Texas 78244 on September 13, 2018 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 6:00 P.M. and established a quorum with Commissioners' Brown, Williams and Schleicher present.
 - a. The Pledge of Allegiance was recited.
2. Approval of the minutes from the September 6, 2018 meeting. *Commissioner Brown made a motion to approve the meeting minutes. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
3. Discussion and appropriate action on approving the FY 2019 Budget for the District. *After the Board reviewed the proposed FY 2019 Budget once more, Commissioner Williams made a motion to adopt the FY 2019 Budget for the District. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
4. Action to approve Order 091318-4 of the Bexar County Emergency Services District No. 11 levying the ad valorem taxes for the 2018 tax year at a rate of \$ 0.080817 per \$ 100 assessed valuation on all taxable property within the legally established boundaries of Bexar County Emergency Services District No. 11 to provide revenue for maintenance and operation needs for the 2019 fiscal year; and at a rate of \$ 0.019183 per \$ 100 assessed valuation on all taxable property within the legally established boundaries of Bexar County Emergency Services District No. 11 to provide revenue for debt service needs for the 2019 fiscal year.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.85 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$ 100,000 HOME BY APPROXIMATELY \$ 8.91. *Commissioner Brown made a motion to approve Order 091318-4 of the District and proceeded to read the Order including the highlighted text as the Truth-in-Taxation requires. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
5. Discussion and appropriate action to approve a resolution between the District and Government Capital Corporation regarding "A PROMISSORY NOTE AND SECURITY AGREEMENT FOR THE PURPOSE OF FINANCING FIRE APPARATUS AND EQUIPMENT" in the amount of \$ 500,000. *Commissioner Williams made a motion to approve a resolution between the District and GCC regarding the promissory note and the security agreement for the purpose of financing fire apparatus and equipment. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor.*
6. Discussion and appropriate action to approve a resolution "DECLARING OFFICIAL INTENT TO REIMBURSE CERTAIN EXPENDITURES" related to the financing of the fire apparatus and associated equipment. *Commissioner Schleicher made a motion to approve the resolution declaring the official intent to reimburse the District for certain expenditures. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote.*

7. Chief's Report.
 - a. Run Report. *The Run Report was discussed with the Board.*
 - b. Upcoming events. *The Chief informed the Board that the department would be taking part in the National Night Out events throughout the District. The new fire apparatus for the District will also be getting inspected before delivery.*
8. Update on activities, discussion and appropriate action as required on the development of the Emergency Services District No. 11 Fire & Safety facility project. *Mr. Gabe Perez, the District's Project Manager, spoke with the Board and explained the invoices for agenda items 8.a. through 8.d. Commissioner Williams made a motion to approve payment on those items. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
 - a. Discussion and appropriate action regarding Pay Application No. 10 in the amount of \$ 425,058.66 for the construction contract with The Sabinal Group.
 - b. Discussion and appropriate action for Project Change Order No. 18 to the Construction Contract with The Sabinal Group.
 - c. Discussion and appropriate action regarding payment of \$ 204.04 to the San Antonio Water System for fire line service to the ESD No. 11 facility.
 - d. Discussion and appropriate action regarding Invoice No. 072618-02 in the amount of \$ 1,215.00 for professional material testing services by Frost GeoSciences.
 - e. Discussion and appropriate action related to the opening of the new fire station. *Due to the amount of rain over the past few weeks, the completion date of the new station is unknown. This item was deferred until a later meeting.*
9. Discussion and appropriate action on the 3rd amendment to the Interlocal Agreement between the District and the City of Kirby. *There is still ongoing discussion between the City and their concerns of not enough clarity on who is responsible for the maintenance of the District's fire apparatus. This item was deferred.*
10. Discussion and appropriate action on selecting an insurance vendor for the fire station and/or fire apparatus. *The District is still waiting on several bids and will do a review when all of the bids are received. No further action on this item.*
11. Financial Reports.
 - a. Review of the Financial Reports of the District. *The Board reviewed the financial reports of the District and were pleased that collections were at a slightly better rate than at this same period last year.*
 - b. Authorization to pay the bills through September 30, 2018. *Commissioner Brown made a motion to pay the bills through the end of September. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote.*
 - c. Discussion and appropriate action on amending the FY 2018 Budget. *After reviewing the FY 2018 Budget, the Board moved funds within some budget line items so that the budget was balanced at the end of the year. Commissioner Brown made a motion to approve the amending of the FY 2018 Budget. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
 - d. Discussion and appropriate action on selecting an Auditor and signing the necessary engagement letters to perform the required District's FY 2018 Audit. *Commissioner*

Brown made a motion to approve Ms. Margaret Nixon as the Auditor to perform the FY 2018 Audit and for the District to sign the necessary engagement letters. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote.

- e. Discussion and appropriate action on the hiring of Mr. Juan M. Sanchez, CPA, for the purpose of reviewing the financial records of the District prior to the FY 2018 Audit. *This item was deferred until the October meeting so that Mr. Sanchez can attend.*
 - f. Discussion and appropriate action on paying Mr. Steve Gualic for travel and per diem to inspect the new fire apparatus before the District takes possession of it. *The name Gualic was misspelled above. It should be Gawlik. Commissioner Brown made a motion to advance Mr. Gawlik two days of the per diem rate of \$ 150.00 for a total of \$ 300.00 for out of state travel to inspect the District's fire apparatus at the manufacturer before taking delivery. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
12. Adjourn. *With no further business before the Board, Commissioner Williams made a motion to adjourn. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote. Meeting was adjourned at 7:18 P.M.*

ATTEST:

Ms. Earline Williams
Secretary

Ms. Gloria Salinas
Administrator