

**Bexar County
Emergency Services District No. 11
Meeting Minutes
November 8, 2018
6:00 P.M.**

Bexar County Emergency Services District No. 11 conducted a meeting at the ESD No. 11 Fire Facility located at 4511 Texas Palm Drive, Converse, Texas 78109 on November 8, 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 6:06 P.M. and established a quorum with Commissioners' Brown and Williams present. Commissioner Schleicher arrived 12 minutes late due to traffic.
 - a. The Pledge of Allegiance was recited.
2. Approval of the minutes from the October 11, 2018 meeting. Commissioner Williams made a motion to approve the minutes. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote.
3. Chief's Report.
 - a. Run Report. Chief Alfaro spoke about the run report for the District and how the new station will cut response time significantly.
 - b. Upcoming events. The Holiday Party is tentatively scheduled for December 14. Commissioner Schleicher will be honored at the next meeting for his service to the District.
4. Update on activities, discussion and appropriate action as required on the development of the Emergency Services District No. 11 Fire & Safety facility project. The Project Manager informed the Board that the General Contractor was working on the punch list throughout the month of November and should have it completed in time for the opening of the fire facility. Spectrum Cable will be installing and connecting internet and phone service at the facility in November. Mr. Perez then spoke about items 4.a through 4.f. along with his recommendations of which items should be approved for payment by the Board. **Commissioner Brown made a motion to approve payment for item 4.a in the amount of \$ 99,411.82, item 4.c. in the amount of \$ 18,618.39 for equipment that has already been installed by Dailey Wells Communication and item 4.d. in the amount of \$ 54,285.84 for the facility furniture. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.**
 - a. Discussion and appropriate action regarding Pay Application No. 12 for the Construction Contract with The Sabinal Group.
 - b. Discussion and appropriate action for Project Change Order No. 20 to the Construction Contract with The Sabinal Group.
 - c. Discussion and appropriate action to approve payment to Dailey Wells Communication in the amount of \$ 18,618.39 for the ESD No. 11 Facility radio system.
 - d. Discussion and appropriate action to approve payment to DC interiors in the amount of \$ 54,285.84 for the ESD No. 11 Facility furniture.

- e. Discussion and appropriate action regarding the ordering of twelve more conference room chairs for DC Interiors in the amount of \$ 2,529.12. *No action taken on this item.*
 - f. Discussion and appropriate action related to the opening of the new fire station. *With the inspections to occupy the new fire facility being approved shortly, December 8 will be the opening of the new station. There was discussion as to who will be invited to the event. Invites will be sent to all of the HOA's within the District advising them of the opening.*
5. Financial Reports.
- a. Review of the Financial Reports of the District. *The Board reviewed the financial reports of the District and were pleased with the revenue received to date and the expenditures related to the building of the new station. Commissioner Williams made a motion to accept the financial reports. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
 - b. Authorization to pay the bills through November 30, 2018. *Commissioner Schleicher made a motion to pay the bills through the end of November 2018. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote.*
 - c. Action authorizing the District's Administrator to register the District members for the annual SAFE-D conference and reserve hotel accommodations in Frisco, Texas. *Commissioner Brown made a motion authorizing the Administrator to register the District members for the annual conference. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
6. Discussion and appropriate action on possibly changing the date of the monthly meetings. *Discussion was held on the changing the date of the monthly meetings to the 3rd Thursday of the month. Commissioner Schleicher made a motion to change the date. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote.*
7. Set the date, time, location and request any agenda items to be added to the next regularly scheduled monthly meeting. *A special meeting is tentatively scheduled for December 8, the opening of the new fire facility. The regularly scheduled meeting will be on December 20, 2018. An item to amend the District's budget will be added.*
8. 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 6:54 P.M.*

ATTEST:

Ms. Earline Williams
Secretary

Ms. Gloria Salinas
Administrator