

**Bexar County
Emergency Services District No. 11
Meeting Minutes
August 9, 2018
6:00 P.M.**

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 2, Converse, Texas 78109 on August 9, 2018 at 6:00 P.M. The following was discussed;

1. Commissioner Schleicher called the Bexar County Emergency Services District No. 11 Meeting to Order at 6:00 P.M. and established a quorum with Commissioners' Williams and Brown present.
 - a. The Pledge of Allegiance was recited.
2. Approval of the minutes from the July 12, 2018 meeting. *Commissioner Brown made a motion to approve the minutes. Commissioner Williams seconded the motion. Motion carried by a 3/0 vote.*
3. Chief's Report.
 - a. Run Report. *The Chief gave the run report to the Board and made mention of a few calls run in the District.*
 - b. Update on meeting with the Bexar County Fire Marshal's office to ensure that the Dispatch department is aware of the District's new Fire Station and boundaries. *The Chief spoke to the Board informing them that he had already spoken to Dispatch and that the new station will be known as Station No. 130. The boundaries will remain the same as the existing.*
 - c. Upcoming events. No upcoming events other than the plans to be completed for the opening of the new station.
4. Update on activities, discussion and appropriate action as required on the development of the Emergency Services District No. 11 Fire & Safety facility project.
 - a. Discussion and updates on the status of the ESD No. 11 Fire & Safety facility and the amendment to the waiver request with the City of San Antonio. *Mr. Gabe Perez informed the Board that the City of San Antonio approved the waiver request earlier in the week.*
 1. Update on possibly increasing the current loan amount through Government Capital Corporation. *The Board will be discussing possibly increasing the loan amount at a future meeting.*
 - b. Discussion and appropriate action on the following Project Change Orders: *After discussion on agenda item b. 1 & b. 2, and agenda item c., d., & e, Commissioner Williams made a motion to approve the change orders and payments. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote,*
 1. Change Order No. 15 in the amount of \$ 4,066.69 to install River Rock on the exterior of the apparatus side of the facility for drainage purposes. *This change order removed the concrete at a cost of approximately \$ 25,000 to River Rock at the lower cost.*

2. Change Order No. 16 in the amount of \$ 1,763.41 to reconfigure the closets in the facility dormitory rooms. *This order added 3 closets to the configuration.*
- c. Discussion and appropriate action regarding final payment of \$ 1,416.00 to the Southwell Company for the facility plaque. *The initial payment was made when the order was processed. This is the balance due.*
- d. Discussion and appropriate action regarding Pay Application No. 9 for the construction contract with The Sabinal Group. *The amount due for this pay application is \$ 250718.*
- e. Discussion and appropriate action regarding payment to Perez Project Consulting Inc. for Project Management Services.
- f. Updates by Commissioner Brown on the purchase of fire apparatus and necessary fire equipment to fit the needs of the ESD No. 11 fire station. *Commissioner Brown informed the Board of how he assisted Commissioner True on listing the equipment and apparatus that was necessary for the new station. They verified with different vendors and hope to have the equipment on hand for the opening of the new station.*
 1. Approval of invoices related to the purchases of fire apparatus and necessary fire equipment to fit the needs of the ESD No. 11 fire station. *Commissioner Williams made a motion to approve the invoices related to the purchase of fire apparatus and necessary fire equipment. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote.*
- g. Discussion and appropriate action related to the opening of the new fire station. *No action was taken at this time since the station will not be ready by mid September.*
5. Update by the Commissioners that attended the GIS meeting at the Emergency Operations Center on July 23, 2018 and approved any changes necessary to the boundaries of the ESD No. 11 area. *There were not any changes to the boundaries of the ESD No. 11 area.*
6. Discussion and appropriate action on the 3rd amendment to the Interlocal Agreement between the District and the City of Kirby. *This item was deferred until Mr. Carlton can address some of the issues that the City of Kirby wanted clarified.*
7. Financial Reports.
 - a. Review of the Financial Reports of the District. *The Board reviewed the financial reports for the District. It was noted that collections are running at the same rate as last year.*
 - b. Authorization to pay the bills through August 31, 2018. *Commissioner Brown made a motion to pay the bills through August 31, 2018. Commissioner Williams seconded the motion. Motion carried by a 3/0 vote.*
 - c. Discussion and appropriate action on the preliminary FY 2019 Budget for the District and a proposed 2018 Tax Rate to support the Budget. (The District's FY 2019 Budget cannot be adopted and the proposed 2018 Tax Rate cannot be set until after the Public Hearings.) *Commissioner Brown made a motion to approve the preliminary FY 2019 Budget and a proposed 2018 Tax Rate of \$ 0.10 per \$ 100 property valuation. Commissioner Williams seconded the motion. Motion carried by a 3/0 vote.*
 - d. Approval on the dates and sites to hold the Public Hearings and the meeting to adopt the FY 2019 Budget and set the 2018 Tax Rate. *Commissioner Brown made a*

motion authorizing the Administrator to work with the Woodlake Baptist Church to set the dates for the 2 Public Hearings and the meeting to adopt the new budget and set the tax rate. Commissioner Williams seconded the motion. Motion carried by a 3/0 vote.

1. Approval authorizing the District's Administrator to secure the dates and sites necessary for the Public Hearings. *Commissioner Williams made a motion authorizing the Administrator to proceed as noted above. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote.*
2. Approval authorizing the District's Administrator to publish the required Truth-in-Taxation newspaper notices. *Commissioner Williams made a motion authorizing the Administrator to run the newspaper ads as required. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote.*
- e. Discussion and approval of a resolution setting the Commissioner's Per Diem rate at \$ 150 with an amount not to exceed \$ 7,200 per year in accordance with Texas Health and Public Safety Code 775.038. *This item was deferred until the next meeting when Commissioner True is back in town.*
- f. Update on possibly conducting a sales tax election in the District. *This item was deferred until a future meeting.*
8. Determine date, time and other possible agenda items for the next meeting. *The next meeting will be held at the Woodlake Baptist Church on August 30, 2018 and will include the Public Hearing.*
9. Adjourn. *With no further business before the Board, Commissioner Brown made a motion to adjourn. Commissioner Williams seconded the motion. Motion carried by a 3/0 vote. Meeting was adjourned at 7:31 P.M.*

ATTEST:

Ms. Earline Williams
Secretary/Treasurer

Ms. Gloria Salinas
Administrator