

Bexar County
Emergency Services District No. 11
Meeting Minutes
October 11, 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, San Antonio, Texas 78244 on October 11, 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 the other three Board members present.
 - a. The Pledge of Allegiance *was recited.*
2. Approval of the minutes from the September 13, 2018 meeting. *Commissioner Schleicher made a motion to approve the minutes. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor.*
3. Chief's Report.
 - a. Run Report. *The Chief reviewed the run report with the Board.*
 - b. Upcoming events. *An upcoming training class related to grant writing will be attended by members of the fire department.*
4. Update on activities, discussion and appropriate action as required on the development of the Emergency Services District No. 11 Fire & Safety facility project.

Please note the following; After listening to Mr. Gabriel Perez go thru the following items, Commissioner Williams made a motion to pay for items 4.a, 4.c, 4.e and 4.f. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.

- a. Discussion and appropriate action regarding Pay Application No. 11 in the amount of \$ 110,428.15 for the construction contract with The Sabinal Group. *Mr. Perez stated that the construction was close to be completed.*
- b. Discussion and appropriate action for Project Change Order No. 19 in the amount of \$ 15,039.67 to the Construction Contract with The Sabinal Group. *Three minor details are still pending which includes a sidewalk change, a change in the signage and minor changes to the kitchen stove hood.*
- c. Discussion and appropriate action regarding final payment to Advance Solar in the amount of \$ 81,610.50 for complete installation of the solar panel project for the ESD No. 11 facility. *Because CPS needed to come back to test the installation it was decided to pay \$65,000.00 now and the balance when the work is completed.*
- d. Discussion and appropriate action regarding payment for the new fire apparatus. *The District is waiting for the loan proceeds from Government Capital.*
- e. Discussion and appropriate action to approve payment to Dailey Wells Communication for the communication equipment. *Payment to be made to Daily Wells is for \$ 19,118.39.*

- f. Discussion and appropriate action to approve payment to De La Garza Fence Co. in the amount of \$ 5,132.00 for fencing securing the solar panels. *Mr. Perez provided some information as to the need for the fencing.*
- g. Discussion and appropriate action related to the opening of the new fire station. *No updates at this time since there are still occupancy approvals that are missing.*
5. Update, discussion and appropriate action on the 3rd amendment to the Interlocal Agreement between the District and the City of Kirby. *Commissioner Brown made a motion to approve the 3rd amendment to the Interlocal Agreement with the City of Kirby. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
6. Update, discussion and appropriate action on selecting an insurance vendor for the fire station and/or fire apparatus. *After reviewing several insurance bids for the fire station and vehicles, the Board decided to use TML and the Nihill Insurance Services, LLC for its' insurance needs. Commissioner Brown made a motion to approve those companies. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
7. Financial Reports.
 - a. Review of the Financial Reports of the District. *The Board reviewed the financial reports and were satisfied with the budget.*
 - b. Authorization to pay the bills through October 31, 2018. *Commissioner Brown made a motion to pay the bills. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote.*
 - c. Authorization to cash out the \$ 500,000 Certificate of Deposit from Schertz Bank and deposit the proceeds to the Schertz Bank Operations checking account. *Commissioner Williams made a motion to close out the CD and deposit the proceeds to the Operations checking account. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
 - d. 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. *After discussion, Commissioner Brown made a motion to hire Mr. Sanchez to provide the listed services for the District. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
8. Adjourn. *With no further business before the Board, Commissioner Brown made a motion to adjourn. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote. Meeting was adjourned at 7:15 P.M.*

ATTEST:

Ms. Earline Williams
Secretary

Ms. Gloria Salinas
Administrator