

Bexar County
Emergency Services District No. 11
Meeting Minutes
December 8, 2018
8:30 A.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 December 8, 2018 at 8:30 A.M. The following was discussed;

1. Commissioner True called the Bexar County Emergency Services District No. 11 Meeting to Order and *established a quorum with all 4 members present.*

- a. The Pledge of Allegiance *was recited.*

(Items 2 & 3 will take place during the opening of the fire facility beginning at 10:00 A.M.)

2. Introduction of Mr. John Barry Stevens, the newly appointed ESD No. 11 Board member.

- a. Swearing-in of Mr. Stevens as Commissioner of the District.

3. Presentation of a plaque thanking Commissioner LeRoy Schleicher for his service and many years of dedication to the success of the District.

4. Citizen Public Forum. (3-minute time limit per individual.) *There weren't any citizens signed up to speak during this segment.*

5. Approval of the minutes from the November 8, 2018 meeting. *Commissioner Brown made a motion to approve the meeting minutes. Commissioner Schleicher seconded the motion.. Motion carried by a 4/0 vote.*

6. Chief's Report.

- a. Run Report. *The Chief gave the Board a copy of the run report and discussed some of the calls.*

- b. Upcoming events. *The Chief informed the Board that he was still working on the opening for the new fire facility. No other updates.*

7. 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 both AT&T and Spectrum continue to work on the IT infrastructure.*

- a. Authorization to purchase an infrared imaging camera, Jaws of Life tool, additional extraction tools and other vehicle equipment as needed at a cost not to exceed \$ 30,000.00. *Commissioner Williams made a motion authorizing the purchase of the above listed equipment. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*

- b. Discussion and appropriate action regarding Pay Application No. 13 in the amount of \$252,749.55 for the construction contract with The Sabinal Group. *The Project Manager informed the Board that the final payment to the Sabinal Group will be in January 2019 and will be for approximately \$ 26,000. Commissioner Brown made a motion to approve the payment. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*

- c. Discussion and appropriate action regarding payment to Frost GeoSciences for the ESD 11 facility project material testing services. *Mr. Perez, the District's Project Manager, presented a bill from Frost GeoSciences for \$ 1.122.00. Commissioner Williams made a motion to approve payment to Frost GeoSciences. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
8. Financial Reports.
 - a. Review of the Financial Reports of the District. *Commissioner Williams made a motion to accept the financial reports of the District. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
 - b. Authorization to pay the bills through December 31, 2018. *Commissioner Brown made a motion to pay the bills. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
 - c. Amending of the FY 2019 Budget. *After some discussion on the amending the FY 2019, Commissioner Brown made a motion to amend the FY 2019 Budget as presented. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
 - d. Authorization to sign new bank signature cards. *Commissioner Schleicher made a motion to authorize the signing of new bank signature cards. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor.*
9. Authorization to allow the Board President and Secretary to execute the approval of these meeting minutes immediately following this meeting for the purpose of obtaining and signing new bank signature cards. *Commissioner Brown made a motion authorizing the Board President and Secretary to execute the approval of the December 8, 2018 meeting minutes for bank purposes. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote.*
10. Authorization for the Administrator to publish the Administrative address of the District's office, submit the ESD Annual Report pursuant to Texas Health and Public Safety Code 775.083 and submit the Special Purpose District Annual Public Information Database Financial Report to the Texas State Comptroller's Office. *Commissioner Williams made a motion to authorize the Administrator to publish and/or submit the necessary reports to the State. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote.*
11. Set the date, time, location and request any agenda items to be added to the next regularly scheduled monthly meeting. *The next regularly scheduled meeting will be on January 17, 2019.*
12. Adjourn. *With no further business before the Board, Commissioner Schleicher made a motion to adjourn. Commission Brown seconded the motion. Motion carried by a 4/0 vote. Meeting adjourned at 9:11 A.M.*

ATTEST:

Mr. John True
President

Ms. Earline Williams

Secretary

**Ms. Gloria Salinas
Administrator**