

**Bexar County  
Emergency Services District No. 11  
Meeting Minutes  
June 20, 2019  
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 June 20, 2019 beginning 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 6:08 P.M. and established a quorum with all 5 members present.
  - a. The Pledge of Allegiance was recited.
2. Citizen Public Forum. (3-minute time limit per individual.) There weren't any citizens present during this segment.
3. Approval of the May 29, 2019 meeting minutes. Commissioner Brown made a motion to approve the minutes. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.
4. Chief's Report.
  - a. Run Report. The Chief gave the Board a summary of the calls for the month. Approximately 62 % of the total calls made by the City of Kirby were calls in the ESD area.
  - b. Update on the purchase of a new service vehicle. The Chief stated that the new service vehicle would be delivered in about 50 to 75 days after the purchase is approved.
  - c. Update on the purchase of gym equipment for the fire facility. There was no update information at this time.
  - d. Update on an inventory accounting system for fire station equipment valued at over \$ 500.00. It was decided that the inventory would be kept on an excel spreadsheet with this being the least expensive option for the District.
  - e. Upcoming events. The Chief informed the board that the City of Kirby would be holding an event for the 4<sup>th</sup> of July holiday and all were invited to attend.
5. Update on having the District's attorney review and make necessary changes on the new Service Provider Contract with the City of Kirby. The agreement is still with our attorney at this time.
6. Authorization for the Fire Department to purchase Public Relations promotional material for school children at a cost not to exceed \$ 3,000. The Chief requested that the department purchase promotional items to hand out to children during fire prevention week. Commissioner Stevens made a motion to approve the purchase of such items at a cost not to exceed \$ 3,000.00. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote.
7. Financial Reports.

- a. Review of the Financial Reports of the District. The Board reviewed the financial reports of the District. Commissioner Williams made a motion to accept the financial reports of the District. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote.
  - b. Authorization to pay the bills through July 31, 2019. Commissioner Williams made a motion to pay the bills. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote.
8. Discussion and addition of any agenda items to be added to the next regularly scheduled monthly meeting. Mr. Carlton will continue to work on the agreement with the City of Kirby.
9. Adjourn. With no further business before the Board, Commissioner Brown made a motion to adjourn. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote. Meeting adjourned at 7:37 P.M.

**ATTEST:**

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**Mr. Robert Herrera**  
**Secretary**

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**Ms. Gloria Salinas**  
**Administrator**