

**Bexar County
Emergency Services District No. 11
Meeting Minutes
February 9, 2017
6:00 P.M.**

The 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 No. 2, Converse, Texas 78109 on February 9, 2017 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 all four members present..
 - a. The Pledge of Allegiance was recited.
2. Citizen Forum (3-minute time limit per individual). There weren't any citizens signed up to speak during this segment.
3. Chief's report. The Chief reported on the use of the laptops and how it helps the department being more efficient in responding to calls and submitting reports to the various entities.
4. Approval of the January 12, 2017 meeting minutes. This item was deferred.
5. Updates, discussion and appropriate action on the following;
 - a. Briefing to the Board by Commissioner True on the building of the new facility. Commissioner True informed the Board about the meetings that he had attended in reference to the building of the new fire station for the District.
 - b. Presentation, discussion, and approval of items for Emergency Services District No. 11 to submit to the City of San Antonio in support of a request for a waiver to incur debt in excess of \$20,000 to finance the development of the Emergency Services District No. 11 Fire & Rescue Facility, to include:
 1. Construction plans and documents,
 2. Estimated project development & construction budget,
 3. Project Description and budget including Sources and Uses of Funds,
 4. Proposed Loan Terms including Closing Date, Loan Amount, Amortization Period, and Payment Schedule,
 5. Projected Proforma including Assumptions which demonstrates the Loan Repayment Plan and Loan Coverage,
 6. Annual Financial Reports for 2014 and 2015,
 7. Other items as may be necessary.

Mr. Gabe spoke about all of the items listed above and how the District had been approved for a loan up to 3.2 million for a 20 year term with annual payments of approximately \$ 218 k at an interest rate of 4.5 %. No action taken by the Board.

- c. Authorization and approval for Perez Project Consulting, Inc. to continue providing Project Management professional services as required to support Emergency Services District No. 11 in managing the process and activities, and preparation of the necessary documents related to the:
 - 1. Debt waiver process with the City of San Antonio,
 - 2. Providing support as necessary in dealing with the appropriate entities in pursuit of facility Financing,
 - 3. Preparation of all documents and process necessary for initiation of solicitation of construction bids for the ESD 11 Facility,
 - 4. Other items as may be necessary.

Commissioner Brown made a motion authorizing agenda item c1,2 &3. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor of.

- d. Authorization and approval for SJPA to continue providing professional design support services as required to support Emergency Services District No. 11 in the:
 - 1. Debt waiver process with the City of San Antonio,
 - 2. Providing support as necessary in dealing with pursuit of facility financing,
 - 3. Preparation of all documents and process necessary for initiation of solicitation of construction bids for the ESD 11 Facility,
 - 4. Other items as may be necessary.

Commissioner Schleicher made a motion .to authorize agenda item d1,2,3 &4. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote in favor of.

- e. Approval of a request submitted by the District's Service Provider, the City of Kirby, to purchase Toughbook laptops or similar computers to be installed in the department's fire apparatus. **(These laptops/computers will remain the property of the District.)** Commissioner Brown made a motion to purchase 2 Toughbook laptops with Verizon aircards to be used by the fire department on their fire apparatus at a cost no to exceed \$ 3,000.00. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of.

6. Financial Reports.

- a. Review of the financial reports. Commissioner Brown made a motion to accept the financial reports. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of.

- b.** Action to approve the payments for the District. Commissioner Williams made a motion to approve the payments for the District. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of.
 - c.** Action to close Generations ESD11 account and transfer the funds to Schertz Bank account. Commissioner Schleicher made a motion to close the account and transfer the funds. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor of.
- 7.** Determine any additional items to be added to the next meeting agenda. Mr. Gabe Perez will continue to be placed on the agenda for updates to the building of the station.
- 8.** Adjourn. Commissioner Schleicher made a motion to adjourn. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor of. Meeting adjourned at 8:19 P.M.

ATTEST:

Ms. Earline Williams
Secretary

Ms. Gloria Salinas
Administrator