

**Bexar County
Emergency Services District No. 11
Meeting Minutes
April 16, 2020
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 April 16, 2020 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 6:00 P.M. and established a quorum with all 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 March 19, 2020 meeting minutes. Commissioner Stevens made a motion to approve the minutes. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote in favor of.
4. Receive Chief's Report regarding emergency operations, response times, call volume, training, management activities and personnel and consider taking appropriate action; including
 - a. Run Report. The Chief gave the Board a summary of the calls completed by the department over the past three months; January-169, February-164, March-147.
 - b. Upcoming events. The department did not have any upcoming events to report.
5. Discussion, update and appropriate action on the 2nd fire station to be built within the District. Mr. Perez stated to the Board that the Environmental Study was completed and that no issues were found. He also informed the Board that there were approximately 12 inches of material that the owner agreed to remove from the property.
 - a. Necessary action dependent upon the results of the environmental testing completed on the soil at the proposed property site for the 2nd fire station. No action was necessary on this item.
6. Update and appropriate action on the COVID-19 crisis and how it could affect the District. It was mentioned that with the current situation in flux with stay at home orders, the District may lose a percentage of sales tax revenue
7. **Financial Reports.**
 - a. Review of the Financial Reports of the District. The Board reviewed the financial reports. Commissioner Brown made a motion to accept the financial reports of

the District. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote.

- b.** Authorization to pay the bills through May 31, 2020. Commissioner Brown made a motion to pay the bills through May 31, 2020. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.
 - c.** Authorization to approve payment to Perez Project Consulting, Inc. in the amount of \$ 2,400.00 for services rendered related to the due diligence performed on the potential property purchase. Commissioner Stevens made a motion to approve payment. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.
 - d.** Authorization to approve payment to Mr. Carlos Alfaro in the amount of \$ 2,000.00 for services rendered as the Fire Department Consultant for the District. Commissioner Stevens made a motion to approve payment. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote.
 - e.** Authorization to approve payment to SWCA Environmental in the amount of \$ 3,714.15 for services rendered related to environmental testing at the proposed property for the new fire station. Commissioner Herrera made a motion to approve payment. Commissioner Stevens 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. The next meeting is tentatively scheduled for May 21, 2020 beginning at 6:00 P.M.
 - 9.** Adjourn. With no further business before the Board, the meeting was adjourned at 7:40 P.M.

ATTEST:

Mr. Rudy Herrera
Secretary

Ms. Gloria Salinas
Administrator