

**Bexar County
Emergency Services District No. 11
Meeting Minutes
November 19, 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 November 19, 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 6:11 P.M. and established a quorum with all members present.
 - a. The Pledge of Allegiance was recited.
2. Citizen Public Forum. (3-minute time limit per individual.). *There weren't citizens signed up to speak during this segment.*
3. Approval of the October 15, 2020 meeting minutes. *Commissioner Stevens made a motion to approve the minutes. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.*
4. Receive Chief's Report regarding emergency operations, response times, call volume, training, management activities, personnel and consider taking appropriate action including;
 - a. Run Report. *Chief Levy was unable to attend the ESD meeting as the City of Kirby was holding their council meeting at the same time. He did send his report and it was read during this segment.*
 - b. Upcoming events. *This item was included in the Chief's report.*
5. Presentation by Mr. Gabe Perez and Commissioner True related to discussion, updates and any appropriate action necessary on the 2nd fire facility to be built within the District. *Mr. Perez gave the Board an updated handout to the Board for their review.*
 - a. Update on the pending approval from the State Historical Committee in order to proceed with the purchase of the property for the 2nd fire facility. *The Board was informed that an amendment was going to be signed extending the closing date since the State's approval had yet to be received.*
 - b. Update on the possible closing date for the property that the 2nd fire facility is to be built. *The closing date is tentatively set for the beginning of December however, it is still contingent upon approval from the SHC.*
6. Report, updates and possible action on the following as presented by Commissioner True;

- a. Electrical issues at the fire facility dorm rooms. *Commissioner True informed the Board that it was discovered that the breakers were touching causing the issues. It has been corrected.*
 - b. Speakers placement in the dorm rooms. *Speakers have now been installed in the dorm rooms so that all the firefighters will be able to hear any dispatch information during the night.*
 - c. Repair work completed on Fire Apparatus No. 130. *Fire Apparatus No. 130 required major repair work. One of the wheels wobbled and locked up. The repair has been completed.*
 - d. Extension of the property purchase agreement. *This item was discussed already in the earlier agenda item.*
 - e. Authorization to purchase furniture for the day room of the fire facility. *Commissioner Stevens made a motion to approve the necessary remodeling of the kitchen area. Commissioner Herrera seconded the motion. Motion carried by a 5/0 vote.*
 - f. Authorization by the Board to volunteer the fire facility as a site offering flu vaccinations. *This item was deferred.*
 - g. Authorization by the Board to volunteer the fire facility as a site for a December blood drive. *Commissioner Stevens made a motion authorizing the use of the fire facility as a site for a December blood drive. Commissioner Herrera seconded the motion. Motion carried by a 5/0 vote.*
 - h. Briefing to the Board on the necessary and completed assessments by the different agencies that need to sign off prior to the purchase of the property for the District's 2nd fire facility, update on the final agreed price for the property and Board authorization for Commissioner True to sign all documents to complete the purchase. After discussion on the various issues as stated in this agenda item, Commissioner Brown made a motion authorizing the Board President to sign all necessary documents to complete the purchase of the property. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote.
7. Report and updates by Mr. Alfaro, the fire department consultant, on work completed over the past month. *Mr. Alfaro gave the Board an update on the work that he had completed over the past month.*
 8. Financial Reports.
 - a. Review of the financial reports of the District. *The Board reviewed the financial reports of the District. Commissioner Brown made a motion to accept the financial reports. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote.*
 1. Update on any monthly sales tax deposits made on behalf of the District. *Commissioner True informed the Board of the sales tax deposits made to date. Collections are at a much higher rate than initially projected.*

- b. Authorization to pay the District bills through December 31, 2020. *Commissioner Williams made a motion to authorize payment of the District bills through December 31, 2020. Commissioner Brown 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 for services rendered related to the due diligence performed on the potential property purchase. *Commissioner Stevens made a motion to approve payment to PPC for services rendered. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.*
 - d. Authorization to approve payment to Mr. Carlos Alfaro for services rendered as the Fire Department Consultant to the District. *Commissioner Brown made a motion to approve payment to Mr. Alfaro for services rendered. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.*
9. Discussion and addition of any agenda items to be added to the next regularly scheduled monthly meeting. *Mr. Alfaro will be working on bids for a fence around the perimeter of the fire facility. The next meeting is tentatively scheduled for December 17, 2020.*
10. Adjourn. *With no further business before the Board, Commissioner True made a motion to adjourn. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote. Meeting adjourned at 7:36 P.M.*

ATTEST:

Mr. Rudy Herrera
Secretary

Ms. Gloria Salinas
Administrator