

**Bexar County
Emergency Services District No. 11
Meeting Minutes
September 17, 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 September 17, 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 6:05 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 any citizens signed up to speak during this segment.*
3. Approval of the August 31, 2020 meeting minutes. *Commissioner Williams made a motion to approve the minutes. Commissioner Stevens 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. *The Chief gave the Board a summary of the calls for the past month and spoke about response times for the ESD as being good but that he was looking at various options to attempt to shorten the response times even more. They are exploring placing a computer by dispatch so that the ESD fire facility receives the calls quicker. This will be just one project being worked on to improve the safety for the citizens of the District.*
 - b. Upcoming events. *There weren't any major upcoming events on the calendar. Training for the firefighters continues throughout the year.*
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. *Both individuals spoke and informed the Board of various issues being addressed with the County. Mr. Perez met with County officials to ensure that road planning was still moving forward for the new road needed to reach the fire facility. Mr. True stated that he hoped to be able to close on the property for the 2nd fire facility in the month of November after the historical survey is completed. No further action was taken on this item.*
6. Financial Reports.

- a. Review of the financial reports of the District. *The Board reviewed the financial reports of the District and were satisfied at the year-end results.*
 - 1. Update by Commissioner True on the 1st sales tax deposit for the District. *Commissioner True informed the Board that the 1st tax deposit was made by the State to the District. The funds were deposited in the new tax bank account at Schertz Bank & Trust.*
- b. Authorization to pay the quarterly payment to the City of Kirby for services rendered to the District. *Commissioner Stevens made a motion to pay the quarterly payment to the City of Kirby for services rendered to the District. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.*
- c. Authorization to amend the FY 2020 Budget as presented. The Board reviewed the amended budget and approved the moving of funds to *several categories*. *Commissioner Stevens made a motion to approve the amended FY 2020 Budget as was presented. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.*
- d. Authorization to pay the bills through October 31, 2020.
 - 1. Authorization to pay an invoice from Prestige Landscaping for emergency sprinkler repairs necessary to prevent further damage to the trees. *Agenda item d. and d.1 were combined into one motion. Commissioner Stevens made a motion to authorize paying the District's bills through October 31, 2020 and authorize payment to Prestige Landscaping for emergency sprinkler repairs. The owner of Prestige Landscaping is related to Commissioner Herrera. Commissioner Herrera informed the Board and recused and abstained from voting on this motion. Commissioner Williams seconded the motion. Motion carried by a 4/0/1 vote.*
- e. 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 Williams made a motion to approve payment to PPC, Inc. for services rendered to the District. Commissioner Herrera seconded the motion. Motion carried by a 5/0 vote.*
- f. Authorization to approve payment to Mr. Carlos Alfaro for services rendered as the Fire Department Consultant to the District. *Commissioner Herrera made a motion to authorize payment to Mr. Alfaro for services rendered to the District. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote.*
 - 1. Authorization for Mr. Alfaro to select and contract a vendor to activate the existing water softener system at the fire facility. Invoice is to be sent to the administrator from the vendor. *Commissioner Herrera made a motion authorizing Mr. Alfaro to select and contract with a vendor to activate the water softener system. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote.*

7. Discussion and addition of any agenda items to be added to the next regularly scheduled monthly meeting. *The next meeting will be tentatively scheduled for October 15, 2020.*
8. Adjourn. *With no further business before the Board, Commissioner Williams made a motion to adjourn. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote. Meeting was adjourned at 7:16 P.M.*

ATTEST:

Mr. Rudy Herrera
Secretary

Ms. Gloria Salinas
Administrator