

**Bexar County
Emergency Services District No. 11
Meeting Minutes
October 13, 2016
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 October 13, 2016 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 6:01 P.M. and established a quorum with all members present.
 - a. The Pledge of Allegiance was recited.
2. Citizen Forum (3 minute time limit per individual). There weren't any citizens present during this segment.
3. Approval of the August 25, 2016 (1st Public Meeting), September 1, 2016 (2nd Public Hearing) September 8, 2016 meeting minutes (Setting the Tax Rate and regular meeting Minutes). Commissioner Williams made a motion to approve the meeting minutes. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of.
4. Updates, discussion and appropriate action on the following;
 - a. Action to approve the engagement letters from Ms. Margaret Nixon, the District's auditor to begin the FY 2016 Audit. Commissioner Schleicher made a motion to approve and authorize the signing of the engagement letters from Ms. Nixon to begin the FY 2016 Audit.
 - b. Action to hire Mr. Richard Krampe as a part time bookkeeper to assist the District's Auditor in preparing and compiling the financial reports. This item was deferred until the Board gets detailed information as to what the job will entail.
 - c. Action authorizing the Board to attend the annual SAFE-D conference in February and approve the administrator to make the necessary lodging arrangements. Commissioner Brown made a motion to authorize the Board to attend the annual SAFE-D conference in March and have the administrator make the necessary lodging arrangements. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of.
5. Financial Reports.
 - a. Review of the financial reports. The Board reviewed the financial reports. Very little revenue had been received to date as it was the beginning of the new fiscal year.
 - b. Action to approve the payments for the District. Commissioner Williams made a motion to approve the payments for the District including \$125,000 to the District's service provider (City of Kirby). Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of.

6. Determine any additional items to be added to the next meeting agenda. If all of the information is received prior to the next Board meeting, item 4.b. will be placed back on the agenda.
7. Adjourn. Commissioner Brown made a motion to adjourn. Commissioner Schleicher seconded the motion. Motion carried by a 4/0 vote in favor of. Meeting was adjourned at 6:46 P.M.

ATTEST:

Ms. Earline Williams
Secretary

Ms. Gloria Salinas
Administrator