

Bexar County
Emergency Services District No. 11
Meeting Minutes
July 12, 2018
6:00 P.M.

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 2, Converse, Texas 78109 on July 12, 2018 at 6:00 P.M. The following will be discussed;

1. Call the Bexar County Emergency Services District No. 11 Meeting to Order and establish a quorum. *Commissioner Schleicher called the meeting to order at 6:12 P.M. and established a quorum with Commissioners' Brown and Williams present. Commissioner True was unable to attend due to a prior commitment.*
 - a. The Pledge of Allegiance *was recited.*
2. Approval of the minutes from the June 14, 2018 meeting. *Commissioner Williams made a motion to approve the minutes. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote.*
3. Chief's Report.
 - a. Run Report. *The Chief gave the run report to the Board and discussed a few calls that were run in the District over the past 30 days.*
 - b. Upcoming events. *There were no upcoming events in the next 30 days planned.*
4. Update on activities, discussion and appropriate action as required on the development of the Emergency Services District No. 11 Fire & Safety facility project.
 - a. Discussion and updates on the status of the ESD No. 11 Fire & Safety facility and the amendment to the waiver request with the City of San Antonio. *Mr. Perez, the Project Manager, informed the Board on the status of the new facility. The station should be operational in September. There is a waiver at the COSA requesting an additional amount to be added to the current debt limit previously approved.*
 - b. Discussion and appropriate action on the following Project Change Orders:
 1. **Change Order No. 10** in the amount of \$ 1,697.40 to provide for conduit for an antenna to support the radio system to be installed by Dailey-Wells, and to place a glass piece in the access door to the apparatus bay.
 2. **Change Order No. 11** in the credit amount of \$ 442.00 to delete the sink in the utility room, and to add an electrical outlet for future use.
 3. **Change Order No. 12** in the amount of \$ 3,317.00 for the addition of exterior flashing at the wainscot.

Mr. Perez spoke with the Board about the three change orders that had been submitted to the contractor to implement as necessary. Commissioner Brown made a motion to approve the three change orders for the requested amounts. Commissioner Williams seconded the motion. Motion carried by a 3/0 vote.

- c. Discussion and appropriate action regarding Pay Application No. 8 for the construction contract with The Sabinal Group.
- d. Discussion and appropriate action regarding Invoice No. 7 from SJPA for professional architectural design, construction administration and solar project support services.
- e. Discussion and appropriate action regarding payment to Perez Project Consulting Inc. for Project Management Services.
- f. Discussion and appropriate action regarding Invoice No. 4 for professional material testing services by Frost GeoSciences.

Mr. Perez spoke to the Board about items c thru f and explained each item and the invoices. Commissioner Williams made a motion to approve for payment items c thru f. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote.

- g. Updates by Commissioners' True and Brown on the purchase of fire apparatus and necessary fire equipment to fit the needs of the ESD No. 11 fire station. *Commissioner Brown informed the Board about the items that were purchased from the Fire Store that were necessary for the fire apparatus to be operational. The items should begin arriving in August.*
5. Discussion and appropriate action on selecting two Board members to attend the GIS meeting at the Emergency Operations Center on July 23, 2018 and approve any changes necessary to the boundaries of the ESD No. 11 area. *Commissioner Brown made a motion to have Commissioner Williams and himself attend the GIS meeting and authorizing them to approve any changes to the boundaries as may be recommended by the GIS staff. Commissioner Williams seconded the motion. Motion carried by a 3/0 vote.*
6. Financial Reports.
- a. Review of the Financial Reports of the District. *Commissioner Brown made a motion to accept the financial reports of the District. Commissioner Schleicher seconded the motion. Motion carried by a 3/0 vote.*
 - b. Authorization to pay the bills through July 31, 2018. *Commissioner Williams made a motion to pay the bills through the end of the month. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote.*
 - c. Discussion and appropriate action on the preliminary FY 2019 Budget for the District. *Commissioner Williams made a motion to approve the preliminary budget with a few changes. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote.*
7. Determine date, time and other possible agenda items for the next meeting. *The next meeting is tentatively scheduled for August 9, 2018.*
8. Adjourn. *With no further business before the Board, Commissioner Brown made a motion to adjourn. Commissioner Williams seconded the motion. Motion carried by a 3/0 vote. Meeting adjourned at 7:02 P.M.*

ATTEST:

Mr. Earline Williams
Secretary

Ms. Gloria Salinas
Administrator