

**Bexar County
Emergency Services District No. 11
Meeting Minutes
May 16, 2019
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 18, 2019 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 6:01 P.M. and established a quorum. Commissioner Stevens was unable to attend.
 - 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. Chief's Report.
 - a. Run Report. The Chief stated that the department is already receiving calls from the new subdivisions coming online.
 - b. Upcoming events. The Chief informed the Board about the 4th of July party that was going to be sponsored by the City of Kirby between the hours of 6:00 to 10:00 P.M.
4. Update on activities, discussion and appropriate action as required on the Emergency Services District No. 11 Fire & Safety facility.
 - a. Update from Commissioner True on any properties that may be available to build a second fire facility in the District. Commissioner True made mention of two properties that he considered as a second location for a fire station. One property was for 2.6 acres at an asking price of \$ 199,000 and the second location has approximately 30 acres. No price was given for this location.
 - b. Discussion and Approval of hiring Gabriel Perez to research property and assist Commissioner True in negotiations with landowners. Commissioner True stated that Mr. Perez would be available to assist with this task at \$ 2,400 per month. No action was taken on this issue.
5. Update on the Board members meeting with the City of Kirby Staff on the negotiation of a new Service Provider Contract. Commissioner True stated that they were able to meet with the Human Resources and Financial Directors of the City of Kirby to discuss the existing Interlocal Agreement. There was general agreement between the parties to terminate the existing agreement and implement a new one for a cost of \$ 651,000 from the current \$ 550,000 annual cost. This will add an additional firefighter at the District's facility. The City will also consider changing how annual wage increases will be handled. They will go to a merit based system versus a cost of living wage increase.
 - a. Discussion and appropriate action on having the District's attorney update the new Service Provider Contract. Commissioner True requested that Mr. Carlton remove the three amendments to the Interlocal Agreement as discussed with the City of Kirby. Commissioner Williams made a motion authorizing Mr. Carlton to remove the amendments and updating the new Agreement. Commissioner Herrera seconded the motion. Motion carried by a 4/0 vote in favor.

- b. Discussion and appropriate action on terminating the current Service Provider Contract early and implement the new Service Contract once it has been reviewed and approved by the Board. Commissioner Williams made a motion to terminate the existing agreement early
6. Discussion and appropriate action on purchasing gym equipment for use by the Fire Fighters at ESD No. 11 fire station. After discussion on this item, it was determined that there will be a mix of used and new gym equipment installed at the fire facility. Commissioner Brown made a motion to purchase gym equipment at a cost not to exceed \$ 5,000 to be installed at the fire facility. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote.
7. Discussion and appropriate action on purchasing a Service Vehicle and necessary fire equipment to fit the needs if the ESD No. 11 fire station. There was discussion on this item where the Board was informed of the need for the vehicle and the different bids that came in. The lowest bid was from Grapevine Dodge for a service vehicle that came in at \$ 30,900. That did not include the additional equipment required. Commissioner Herrera made a motion to approve that bid for a cost of \$ 30,900. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote. A second bid will come at a later date for the additional equipment that will still need to be purchased.
8. **Financial Reports.**
 - a. Review of the Financial Reports of the District. The Board reviewed the financial reports of the District. Commissioner Brown raised some concerns about the rate of spending for equipment and will see what adjustments may be necessary for the budget. Commissioner Brown made a motion to accept the financial reports. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote.
 - b. Authorization to pay the bills through May 30, 2019. Commissioner Brown made a motion to pay the bills through the end of the month. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote in favor. Commissioner Brown made a separate motion approving the loan payment of \$ 221,000 due in the next 60 days. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote.
9. Review of the FY2018 Annual Audit. This item was deferred until a later date.
 - a. Authorization to approve the FY 2018 Audit.
 - b. Authorization to submit the FY 2018 Audit to the County Auditor's Office.
10. Discussion and addition of any agenda items to be added to the next regularly scheduled monthly meeting. There weren't any items to add to the next agenda at this time. The next meeting is scheduled for June 20, 2019.
11. Adjourn. With no further business before the Board, Commissioner Williams made a motion to adjourn. Commissioner Herrera seconded the motion. Motion carried by a 4/0 vote. Meeting was adjourned at 7:05 P.M.

ATTEST:

Ms. Earline Williams
Secretary

Ms. Gloria Salinas
Administrator