

**Bexar County
Emergency Services District No. 11
Meeting Minutes
February 13, 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 February 13, 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 6:17 P.M. and established a quorum with all five 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 January 16, 2020 meeting minutes. Commissioner Stevens made a motion to approve the meeting minutes. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote in favor.
4. Receive Chief's Report regarding emergency operations, response times, call volume, training, management activities and personnel and consider taking appropriate action; including
 - a. Run Report. The District had an average response time of 6.31 and there were no mutual aid calls for the month.
 - b. Upcoming events. Chief Alfaro will be retiring at the end of February. Applications are being accepted for the Chief's position.
5. Discussion and update on the status of the 2nd fire station within the District. The environmental study of the property showed that there was approximately 1,000 cubic yards of material consisting of concrete and bricks.
6. Financial Reports.
 - a. Review of the Financial Reports of the District. The Board reviewed the Financial reports of the District.
 - b. Authorization to pay the bills through March 31, 2020. Commissioner Williams made a motion to authorize payment of the bills through March 31, 2020. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote.
 - c. Authorization to approve payment to Perez Project Consulting, Inc. in the amount of \$ 2,400.00 for services rendered related to the due diligence performed on the potential property purchase. Commissioner Brown made a motion to approve

payment to Perez Project Consulting, Inc. in the amount of \$ 2,400.
Commissioner Herrera seconded the motion. Motion carried by a 5/0 vote.

- d. Authorization to reimburse Sabinal the portion of the SAWS bill that was refunded back to the District over the sprinkler leak at the fire facility. Commissioner Stevens made a motion to reimburse Sabinal \$739.13 that SAWS refunded to the District for the sprinkler leak. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote in favor.
 - e. Authorization to pay DeMunbrun Scarnato Associates, Inc. for Architectural Services in the amount of \$7,814.56. Commissioner Herrera made a motion to authorize payment in the amount of \$7,814.56 to DeMunbrun Scarnato Associates, Inc. for architectural services. Commissioner Williams second the motion. Motion carried by a 5/0 vote in favor.
- 7. Authorization to amend the FY 2020 as discussed in the workshop. Commissioner Brown made a motion to amend the FY 2020 as discussed in the workshop. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote in favor.
 - 8. Discussion and addition of any agenda items to be added to the next regularly scheduled monthly meeting. The next meeting is tentatively scheduled for March 19, 2020.
 - 9. Adjourn. With no further business before the Board, Commissioner Stevens made a motion to adjourn. Commissioner Herrera seconded the motion. Motion carried by a 5/0 vote. Meeting was adjourned at 6:41 P.M.

Attest:

**Rudy Herrera,
Secretary**

**Gloria Salinas,
Administrator**