

**Bexar County
Emergency Services District No. 11
Meeting Minutes
July 16, 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 July 16, 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. Commissioner Williams was unable to attend and Commissioner Stevens arrived at 6:11 P.M.
 - a. The Pledge of Allegiance was recited.
2. Citizen Public Forum. (3-minute time limit per individual.). There weren't any citizens present to speak during this segment.
3. Approval of the June 18, 2020 meeting minutes. Commissioner Brown made a motion to approve the minutes. Commissioner Herrera seconded the motion. Motion carried by a 3/0 vote.
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 Chief informed the Board that the department had 291 calls for the past 30 days. 186 of those calls were for the District and 105 calls were for the City of Kirby.
 - b. Upcoming events. The Chief spoke briefly of the necessary protocols in place as the department deals with the COVID-19 virus. With governing orders in place to prevent the spread of the virus, no upcoming events have been scheduled.
5. Discussion, updates and appropriate action on the 2nd fire station to be built within the District. Commissioner True spoke about the County continuing to work towards building the road necessary for the fire station to exit onto the main streets, still waiting for environmental test results to be returned from the laboratory in Austin and moving forward with the purchase of the property if the results are favorable. The ESD will probably be responsible for the cost of the traffic lights/signals out of the facility.
6. Update related to possible COVID-19 testing at the fire facility. Commissioner True informed the Board that the fire facility would not be able to assist in COVID-19 testing because of traffic safety concerns by the County and the danger that backed-up traffic could pose to drivers on Binz Engleman.

7. Update by Commissioner True related to the SAFE-D webinar on sales tax revenue held on July 13, 2020. Commissioner True stated to the Board that the webinar was extremely informative. It showed the District as to how to forecast tax revenues among using other tools available.
8. **Financial Reports.**
 - a. Review of the Financial Reports of the District. The Board reviewed the financial reports of the District and noted that a line item was over the budgeted amount. This should be corrected by the end of the fiscal year. Commissioner Brown made a motion to accept the report. Commissioner Stevens seconded the motion. Motion carried by a 4/0 vote.
 - b. Authorization to pay the bills through August 31, 2020. Commissioner Stevens made a motion to pay the bills through the end of August. Commissioner Brown seconded the motion. Motion carried by a 4/0 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. Commissioner Stevens seconded the motion. Motion carried by a 4/0 vote.
 1. Approval to pay an invoice from SWCA Environmental for work done at the proposed Fire Facility No. 2. Commissioner Stevens made a motion to pay the invoice from SWCA Environmental. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote.
 - d. Authorization to approve payment to Mr. Carlos Alfaro for services rendered as the Fire Department Consultant for the District. Commissioner Brown made a motion to approve payment to Mr. Alfaro. Commissioner Stevens seconded the motion. Motion carried by a 4/0 vote.
9. Discussion and addition of any agenda items to be added to the next regularly scheduled monthly meeting. At the next regularly scheduled meeting, we will add an item for the transfer of funds from Frost Bank to Schertz Bank.
10. Adjourn. With no further business before the Board, Commissioner Stevens made a motion to adjourn. Commissioner Brown seconded the motion. Motion carried by a 4/0 vote. Meeting was adjourned at 7:03 P.M.

ATTEST:

Mr. Rudy Herrera
Secretary

Ms. Gloria Salinas
Administrator