

**Bexar County
Emergency Services District No. 11
Meeting Minutes
June 18, 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 June 18, 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 6:07 P.M. and established a quorum with all 5 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 May 21 & 25, 2020 meeting minutes. Commissioner Stevens made a motion to approve both set of minutes. Commissioner Brown seconded the motion. Motion carried by a 5/0 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 reported that for the past month, ESD had approximately 160 calls which totaled about 60.15% of their monthly total. The City of Kirby accounted for 39.85% of their total call volume.
 - b. Upcoming events. The Chief informed the Board about mold in the training room of the new facility and how it was going to be cleaned. The AC unit is scheduled for service in the coming month.
5. Discussion, updates and appropriate action on the 2nd fire station to be built within the District. Commissioner True informed the Board that the Environmental Report had been completed and submitted to the State for their review.
6. Discussion and appropriate action related to possible COVID-19 testing at the fire facility. Commissioner True stated that he had been asked by several citizens as to why COVID testing was not available in the area. With other testing locations too far, Commissioner True was going to contact County Commissioner Calvert and ask if he could assist in setting up testing at the fire facility.
7. **Financial Reports.**
 - a. Review of the Financial Reports of the District. The Board reviewed the financial reports of the District and asked a few questions. Commissioner Brown made a

motion to accept the financial reports of the District. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.

- b. Authorization to pay the bills through July 31, 2020. Commissioner Stevens made a motion to authorize payment of the bills. Commissioner Williams 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 Williams made a motion to authorize payment to PPC. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote.
 - 1. Approval to pay an invoice from SWCA Environmental for work done at the proposed Fire Facility No. 2. This item was deferred as Mr. Perez explained that the bill was incorrect and that it would be resubmitted for payment the following month.
 - 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 authorize payment to Mr. Alfaro. Commissioner Stevens seconded the motion. Motion carried by a 5/0 vote.
 - e. Authorization to open a new bank account for sales tax revenue. Commissioner Stevens made a motion to authorize the opening of a new bank account for all tax revenue. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote.
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 July 16, 2020.
9. Adjourn. With no further business before the Board, Commissioner Stevens made a motion to adjourn. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote. Meeting adjourned at 6:51 P.M.

ATTEST:

Mr. Robert Herrera
Secretary

Ms. Gloria Salinas
Administrator