

**Bexar County
Emergency Services District No. 11
Meeting Minutes
October 15, 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 October 15, 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 6:00 P.M. and established a quorum. *Commissioner Brown was unable to attend but had notified the Board prior to the meeting.*
 - 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 September 17, 2020 meeting minutes. *Commissioner Williams made a motion to approve the meeting minutes. Commissioner Stevens seconded the motion. Motion carried by a 4/0 vote.*
4. Receive Chief's Report regarding emergency operations, response times, call volume, training, management activities, personnel and consider taking appropriate action including;
 - a. Run Report. *The Chief reviewed the Run Report with the Board. It was noted that it had been a busy month with multiple calls going on at the same time however, the department was able to keep up with the call volume.*
 - b. Upcoming events. *The Chief informed the Board that the department has been training more frequently. The department has also managed to stage a vehicle at the local Walmart store to improve response times to the citizens of the District. Commissioner True informed the Board that the department would be distributing COVID-19 PPP gear to the residents of the District at the station.*
5. Presentation by Mr. Gabe Perez and Commissioner True related to discussion, updates and any appropriate action necessary on the 2nd fire facility to be built within the District.
 - a. Authorization for Commissioner True to appoint individuals to a committee whose purpose will be to have an ESD No. 11 fire department operational by early 2021. *Commissioner Stevens made a motion authorizing Commissioner True to appoint a panel to assist in readying the District to open its' own fire department. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote.*
 - b. Update on the possible closing date for the property that the 2nd fire facility is to be built. *Mr. Perez informed the Board that back in January 2020, debris was*

found in the soil during the environmental study that the State Historical Agency required a study of the property. While the District still awaits authorization from the State Historical Committee to proceed, the closing on the property is tentatively set towards the end of the month of November.

6. Report and updates by Mr. Alfaro, the fire department consultant, on work completed over the past month. *With Mr. Alfaro unable to attend, his report was turned in prior to the meeting and was read by the Administrator on his behalf. There weren't any questions from the Board.*
7. Financial Reports.
 - a. Review of the financial reports of the District. *The Board reviewed the financial reports of the District. Other than sales tax revenue, very little of the ad valorem taxes had yet to be collected. Commissioner Stevens made a motion to accept the financial reports of the District. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote.*
 1. Update on any monthly sales tax deposits made on behalf of the District. *The District had received approximately \$ 170,876 in revenue but had not been recorded since the statement had not been received confirming the deposit into the District's account.*
 - b. Authorization to pay the District bills through November 30, 2020. *Commissioner Stevens made a motion authorizing payment of the bills. Commissioner Williams 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 for services rendered related to the due diligence performed on the potential property purchase. *Commissioner Williams made a motion to approve payment. Commissioner Stevens 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 to the District. *Commissioner Williams made a motion to approve payment to Mr. Alfaro. Commissioner Stevens seconded the motion. Motion carried by a 4/0 vote.*
7. Discussion and addition of any agenda items to be added to the next regularly scheduled monthly meeting. *The next monthly meeting is tentatively scheduled for November 19, 2020.*
8. Adjourn. *With no further business before the Board, Commissioner Stevens made a motion to adjourn. Commissioner Williams seconded the motion. Motion carried by a 4/0 vote. Meeting was adjourned at 6:48 P.M.*

ATTEST:

Mr. Robert Herrera
Secretary