

**Bexar County
Emergency Services District No. 11
Meeting Notice
October 20, 2022
6:00 P.M.**

Bexar County Emergency Services District No. 11 will conduct a Regular Board meeting at the ESD No. 11 Fire Facility located at 4511 Texas Palm Drive, Converse, Texas 78109 on October 20, 2022 beginning at 6:00 P.M. The following items will be discussed:

1. Call the Bexar County Emergency Services District No. 11 Board meeting to Order and establish a quorum.
 - a. The Pledge of Allegiance.
2. Citizen Public Forum (3-minute time limit per individual).
3. Approval of the September 15, 2022 Bexar County Emergency Services District No. 11 Board meeting minutes.
4. Bexar County ESD 11 Fire Chief's report regarding emergency operations, response times, call volume, training, management activities, purchases, personnel and authorizing appropriate action as necessary:
 - a. Run Report.
 - b. Fire Prevention Week & Career Day
 - c. Update on the ESD 11 staffing activity.
 - d. Action to approve the purchase of new radios and accessories
 - e. Action to approve Fire Hose to be deemed surplus and ready for disposal
 - f. Action to approve Fire Hose deemed surplus to be donated to the City of Kirby Fire Department
 - g. Upcoming events.
5. Presentation by Perez Project Consulting, Inc. providing an update on the development of the Bexar County ESD 11 Station 141 and associated projects, and Gulf Shore Blvd Extension Project and authorizing action as necessary:
 - a. Report on the progress of New ESD 11 Fire & Safety Facility – Station No. 141 Project, and
 - b. Report on the progress of Gulf Shore Blvd Extension Project.
6. Recommend the following action related to the ESD 11 Facility – Station 141 Project and/or Gulf Shore Extension Project.
 - a. Approve amending the Construction Contract with CGC General Contractors, Inc. in the amount of \$900 for Additive Alternate No. 01., Decorative Metal Fencing.

b. Approve Change Order No. 01 to Construction Contract with Jerdon Enterprise, L.P. related to the Gulf Shore Blvd. Extension project in the amount of \$19,519.36 and add 31 days to the construction timeline related to the following items;

1. \$15,529.49 for San Antonio Water System design requirements on the 16" water main, and add 14 days to the construction timeline,
2. \$3,989.87 for design modifications approved by Bexar County required to deal with the unforeseen conditions of water in the drainage trench area, and add 17 days to the construction timeline.

7. Financial Discussions and Appropriate Action:

- a. Review of the District's financial reports
- b. Update on the monthly Sales Tax receipt for the district.
- c. Action to approve the FY2021/22 Journal Entry to settle accounts.
- d. Action to approve a payment in the amount of \$463,245.38 owed to ESD 11 operating account (SB&T #9226) from the Building Account (SB&T # 9379)

8. Discussion and action regarding a Resolution 2023-01 for a budget amendment for the FY2021/22 adopted budget for various purposes.

- a. Action to approve Resolution No. 2023-01

9. Discussion and action regarding Record Retention Policy and Investment Policy.

- a. Action to approve Resolution/Order No. 2023-02 to adopt Record Retention Policy
- b. Action to approve Resolution/Order No. 2023-03 to adopt Investment Policy.

10. Presentation, discussion and possible action for employee related benefits, including medical, dental, vision, group life and EAP for employees for FY2022-23

- a. Action to approve to change Health Plan to ABA – United Health Care
- b. Action to approve continuation of coverage with Dental Select for Vision and Dental
- c. Action to approve Group Life insurance with Standard Life

11. Authorization by the Board to approve payments for the district, to include the following Station No. 141/Gulf Shore Extension project related items:

- a. Action to approve payment for the Gulf Shore Blvd. Extension Project – Pay Application No. 03 in the amount of \$61,798.50 to Jerdon Enterprise, L.P. for construction services through September 30, 2022
- b. Action to approve payment of an invoice dated 08/30/2022 in the amount of \$1,00.00 to Jerdon Enterprise, L.P. for construction activity on the ESD 11 vacant lot to include constructing additional silt fencing. This additional work was required to support the vacant lot clearing requested by ESD 11 and is separate from the Station No. 141, and Gulf Shore Blvd. Extension Projects.

c. Action to approve payment to Debra J. Dockery, P.C. in the amount of \$3,517.50 for additional services to re-bid the ESD 11 Station 141 project.

d. Action to approve payment to MTR Engineers, LLC in the amount of \$1,115.21 for design fees and reimbursable expenses to include the (1) Gulf Shore Blvd. Extension project design in the amount of \$735, and (2) Walzem Rd. – Station 141 Project Design in the amount of \$380.21

e. Action to approve payment to Terracon in the amount of \$1,905.00 for construction observation and material testing for the Gulf Shore Blvd. Extension Project.

f. Action to approve payment to Perez Project Consulting, Inc. for Invoice No. 18 in the amount of \$11,500.00 for Project Management services through September 30, 2022 to include:

1. \$6,500.00 related to the Bexar County ESD 11 Fire Station No. 141 project,
2. \$5,000.00 related to the Gulf Shore Blvd. Extension Project

12. Discussion of agenda items to be added to the next regularly scheduled monthly Board meeting on November 17, 2022.

13. Adjourn.

The above notice was posted on the Bexar County Emergency Services District No. 11 website, www.BCESD11.org, and at ESD 11 Station 140, 4511 Texas Palm Dr., Converse, TX., 78109 before 6:00 P.M., Monday, October 17, 2022.

Note: The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.