

**Bexar County
Emergency Services District No. 11
Meeting Notice
January 19, 2023
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 January 19, 2023 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. **6 P.M. Stevens, Brown, Williams, Herrera (True was absent)**
 - a. Pledge of Allegiance
2. Citizen Public Forum (3-minute time limit per individual). **None**
3. Approval of the December 15, 2022 Bexar County Emergency Services District No. 11 Board meeting minutes. **Motion made by Commissioner Williams & 2nd by Commissioner Brown; Motion passes 4/0**
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 **Chief Wendt provided reports. 243 calls (average is 210)**
 - b. Radio Purchase **Previously approved and recieved 15 radios. The vendor has 3 more to deliver at this time. The goal is to receive a total of 22. Motion made by Commissioner Brown & 2nd by Commissioner Herrera; Motion passes 4/0**
 - c. Building Maintenance **Power washing of all sidewalks, parking lot and aprons not to exceed \$1,800.00. Ms. Foster reminded that the vendor must present liability insurance. Motion made by Commissioner Herrera & 2nd by Commissioner Brown; Motion passes 4/0**
 - d. Upcoming Events **1) SAFE-D meeting in February. 2) Initiating a meeting with the east side Fire Chiefs of multiple agencies and starting a morning roll call. 3) First Online Aerial Operators Class for Driver Operators and will start February 1st and will go thru middle March when participants will be tested thru Oklahoma State. 4) next will be a Pumper Driver Operator class for our staff and that will be in person training.**
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 Gulf Shore Blvd. Extension Project, and **Jerdon has done a really good job. 1st course of asphalt is down. Road project to complete in**

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- February. Signal work has begun. Discussions are ongoing with the County as to if the road will open 10 months before the building is complete or will it stay closed. The recommendation is for the road to remain closed during the build of Station 141.
- b. Report on the progress of New ESD 11 Fire & Safety Facility – Station No.141 Project Plumbing is underway and foundation will begin about February 22. Commissioner Stevens asked for signage to be erected stating private property or hard hat area to prevent injury of citizens using as a shortcut.
6. Amend the Professional Services contract with Debra J. Dockery, Architects, P.C. for Architectural Construction Phase – Additional Site Observation visits for the ESD 11 Station No. 141 project and authorizing an allowance not to exceed \$9,600.00 for the additional visits. Motion made by Commissioner Brown & 2nd by Commissioner Williams; Motion passes 4/0
 7. Discussion and action to approve membership and dues of \$25,000 for Bexar County Emergency Services District Association (BCESDA). Chief Wendt explained that there is legislation being proposed regarding annexation and change to the sales tax laws and the negative affect on all ESD's. This membership would be part of a joint effort to obtain a lobbyist to assist in "killing the bills" that negatively affect the ESD's. Motion made by Commissioner Brown & 2nd by Commissioner Herrera; Motion passes 4/0
 8. Financial Discussions and Appropriate Action:
 - a. Review of the District's financial reports Ms. Foster provided reports and explained the revenue and expenses for the month of December.
 - b. Update on the monthly Sales Tax receipt for the district. Ms. Foster provided reports and updated the board on a small recovery of a vendor that had not been previously paying sales tax.
 9. Action to approve payments for Gulf Shore Extension – Pay Application No. 06 in the amount of \$83,537.55 to Jerdon Enterprise, L.P. for construction services through December 31, 2022. Motion made by Commissioner Williams & 2nd by Commissioner Brown Motion passes 4/0
 10. Action to approve payment for the Station 141 Project – Pay Application No. 02 in the amount of \$194,081.90 to CGC General Contractors for construction services through December 31, 2022. Motion made by Commissioner Brown & 2nd by Commissioner Williams Motion passes 4/0
 11. Action to approve payment to Debra J. Dockery, P.C. – Invoice No. 08 in the amount of \$2,992.50 for Construction Observation services for the ESD 11 Station 141 project. Motion made by Commissioner Brown & 2nd by Commissioner Williams Motion passes 4/0
 12. Action to approve payment to MTR Engineers, LLC in the amount of \$1,451.25 for construction administration services for the Gulf Shore Blvd. Extension Project. Motion made by Commissioner Brown & 2nd by Motion passes 4/0

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13. Action to approve payment to Terracon in the amount of \$5,495.00 for construction observation and material testing as follows: **Motion made by Commissioner Brown & 2nd by Commissioner Williams Motion passes 4/0**
 - a. Invoice No.04 in the amount of \$1,550.00 for the Gulf Shore Blvd. Ext..Project
 - b. Invoice No. 02 in the amount of \$3,945.00 for the Fire Station 141 Project
14. Action to approve payments to Perez Project Consulting, Inc. for Invoice No. 21 in the amount of \$17,000.00 for Project Management services through December 31, 2022 to include: **Commissioner Herrera asked for explanation on how the amounts on all construction invoices are determined without any itemization. Mr. Perez explained how pay applications are determined and approved. Mr. Perez will begin providing a back up report. Motion made by Commissioner Williams & 2nd Commissioner Brown; Motion passes 4/0**
 - a. \$14,000.00 related to the Bexar County ESD 11 Fire Station No. 141 project
 - b. \$3,000.00 related to the Gulf Shore Blvd. Extension Project.
15. Discussion of agenda items to be added to the next regularly scheduled monthly Board meeting on February 16, 2023.
16. Adjourn. **7:02 P.M. Motion made by Commissioner Williams & 2nd by Commissioner Brown Motion passes 4/0**

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, January 16, 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.

ATTEST:


Kathy Foster, BCESD11 Administrator


Rudy Herrera, BCESD11 Secretary