

**Bexar County
Emergency Services District No. 10
Meeting Minutes
December 11, 2017
7:00 P.M.**

Bexar County Emergency Services District No. 10 conducted a meeting at the Bexar County ESD Fire Station #1 located at 6658 E. Houston on December 11, 2017 beginning at 7:00 P.M. The following was discussed;

1. **Call the Bexar County Emergency Services District No. 10 Meeting to Order and establish a Quorum.** President Kelley called the meeting to order at 7:00 P.M., Commissioners Yates and Lazar were present. Commissioner Gray was absent.
2. **Citizens to be heard. (3 minute time limit per person)** No Citizens were present for this segment.
3. **Approval of the meeting minutes from the November 17, 2017 meeting.** Commissioner Yates made a motion to accept the meeting minutes, second from Commissioner Lazar. Motion carried 3/0.
4. **Discussion, updates and/or action on the following items;**
 - a. **Command Staff Report – Given by Fire Chief Robert Hogan**
 - **Run report.** No questions from the Commissioners.
 - **Update on Holiday Party** Chief Hogan provided an update on the party, the food was amazing and the gifts were well received by all.
 - **Update on Harmony merger and purchases** Chief Hogan provided an update on the equipment purchased and the start of the construction at station 127. He has held a meeting with the Harmony Treasurer on understanding of the accounts.
 - **Update on land from the City of Elmendorf** Chief Hogan advised a segment of land has been agreed on and Elmendorf is working with the land developer on the appraisal.
 - **Update on potential purchase by Gardendale VFD of apparatus** Chief Hogan advised he was working with Government Capitol on the purchase of the 2 trucks. More information to come.
5. **Discussion and action on the district ordering an election to be held on May 5, 2018 on the issue of the adoption of a sales and use tax in the District at the rate of 1.5%, excluding the City of Elmendorf, Texas and any other area where the current and use sales tax is at 2%, authorizing the appropriate District officials and officers to take all actions and execute all necessary documents to conduct said election, and authorize the execution of Order No. 12-11-17-05.** Commissioner Lazar made a motion to approve Order No. 12-11-17-05 and order an election for a sales and use tax, second by Commissioner Yates. Motion carried 3/0.
6. **Discussion and appropriate action on signing the fire service contract with Garden Dale VFD.** Commissioner Lazar made a motion to sign the fire service contract, second by Commissioner Yates. Motion carried 3/0.
7. **Discussion and appropriate action on signing the engagement letter from Armstrong, Vaughan & Associates, the district auditors, to begin the FY 2017 audit as required by the Texas Health & Public Safety Code 775.** Commissioner Yates made a motion to sign the engagement letter, second made by Commissioner Lazar. Motion carried 3/0.
8. **Discussion and appropriate action to amend the payments made from the District to Spirit of Texas bank on behalf of Gardendale VFD to reflect payments made to Gardendale VFD and then from Gardendale VFD to Spirit of Texas for FY 2016-2017 and 2017 – current. 10/1/16, 11/8/16, 2/8/17, 4/24/17, 8/7/17, 10/10/17 & 11/3/17.** Chief Hogan advised since the ESD has been making the payments for the 2 loans verse Gardendale, the P&L sheets for Gardendale were not properly reflected. Commissioner Lazar made a motion to make the adjustments, second by Commissioner Yates. Motion carried 3/0.
9. **Discussion and appropriate action to publish the district address in a local newspaper.** Commissioner Yates made a motion to post the district address in the local newspaper, second by Commissioner Lazar. Motion carried 3/0.

10. Financial Report.

- a. Review of Tax Revenues received to date.** A review was conducted of the P&L.
- b. Review and appropriate action to pay the bills for the District.** Commissioner Lazar made a motion to pay the bills for the district, second by Commissioner Yates. Motion carried 3/0.
- c. Action to approve the payroll for the district** Commissioner Yates made a motion to approve the payroll for the district, second by Commissioner Lazar. Motion carried 3/0.

11. Determine date, time and possible agenda items for next meeting. The next tentatively scheduled meeting will be on January 15, 2017. The Commissioners agreed the next tentative meeting will be January 12, 2018.

12. Adjourn Commissioner Lazar made a motion to adjourn, second by Commissioner Yates. Motion carried 3/0 and the meeting was adjourned at 7:47 P.M.

Attest
