

BEXAR COUNTY EMERGENCY SERVICES DISTRICT NO. 10

DECEMBER 12, 2024

MEETING MINUTES

- 1) **Call the Bexar County Emergency Services District 10 meeting to order and establish a quorum.** – *Commissioner Kelley called the meeting to order at 7:00 PM (19:00). A quorum was established with Commissioner Kelley, Commissioner Wallace, Commissioner Yates and Commission Hicks present. Commissioner Lazar was absent.*
- 2) **Invocation: Pledge of Allegiance to the American Flag.** – *The Pledge of Allegiance was recited.*
- 3) **Citizens to be heard (three (3) minute limit).** – *There were no requests for citizens to be heard. The board moved to item 5.*
- 4) **Discussion, consideration and possible action on personnel of the department, including all employees, officers, fire chief, commissioners, appointed officials, and any other personnel of the department related to appointments, resignations, hiring, employment, vacation, duties, pay rates, benefits, reassignment and District policies.** – *The meeting entered closed session on items 4 under Texas Government Codes 551.074, and items 10 & 12 under Texas Government Code 551.071 at 9:57 PM (21:57). The meeting entered open session at 10:32 PM (22:32) with no action taken in closed session. Commissioner Hicks motioned to lift the hiring freeze as discussed in closed session, with a second from Commissioner Yates. The motion carried with 4-Aye and 0-Ney. The Board moved to item 10.*
- 5) **Discussion, consideration and possible action regarding signatory and access for all financial institutions, auditors, insurance agencies, brokers, lenders, vendors and changes and revisions to same and any other matter related thereto.** – *There was no action taken on item 5.*
- 6) **Discussion, consideration and possible action regarding 2022, 2023 and 2024 independent audit, the audit as performed by Bexar County, and deficiencies and findings related to same.** – *There was no action taken on item 6.*
- 7) **Discussion, consideration and possible action on approval of purchasing policy and purchase card policy and any other matter related thereto.** *The item was deferred to the next meeting.*
- 8) **Discussion, consideration and possible action regarding a bookkeeper position and the hiring of same.** – *There was no action taken on item 8.*
- 9) **Discussion, consideration and possible action regarding HdL Company proposal for services.** – *Commissioner Yates motioned to approve the proposal from HdL Companies and ratify the letter sent by Commissioner Kelley to allow HdL Companies to obtain confidential data on behalf of Bexar County ESD No. 10, with a second from Commissioner Hicks. The motion carried with 4-Aye and 0-Ney. The Board moved to item 11.*

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- 10) Discussion, consideration and possible action regarding disposition of excess apparatus and equipment.** – *Commissioner Kelley motioned to authorize Kevin Clarkson to proceed as discussed in closed session in regards to the sale of the ladder truck and for Pam Kelley to execute the sales agreement as discussed in closed session. A second to the motion was made by Commissioner Hicks. The motion carried with 4-Aye and 0-Ney. Commissioner Hicks motioned to approve the sale of the rescue boat at determined market value of \$15,000 and to sell the boat to Bexar County Emergency Services District No. 7 for \$15,000. Commissioner Yate made a second to the motion. The motion carried with 3-Aye and 0-Ney. The Board then moved to item 12.*
- 11) Discussion, consideration and possible action regarding the purchase of fire apparatus.** – *Commissioner Hicks motioned to send Mike Rice to Brindlee Mountain to research a KME engine for a potential purchase, with a second from Commissioner Yates. The motion carried with 4-Aye and 0-Ney. The Board then moved to item 13.*
- 12) Discussion, consideration, and possible action regarding status of all Bexar County ESD No. 10 and Gardendale VFD loans or tax anticipation notes with Schertz Bank, Southside Bank, Central Bank, TIB, and restructure of the same, and any other note/loan with any other lender or financial institution including buy not limited to Government Capital.** – *Commissioner Kelley motioned to approve the resolution as presented to refinance the TAN loan, with a second from Commissioner Yates. The motion carried with 4-Aye and 0-Ney. Commissioner Kelley motioned to approve the resolution as presented in regards to the purchase of trucks and equipment from Gardendale VFD, with a second from Commissioner Yates. The motion carried with 4-Aye and 0-Ney. The Board then moved to item 15.*
- 13) Discussion, update and/or action of the following items:**
- a. Fire Chief Status, Analysis and Service Reports**
 - b. Updates on the ESD association meetings**
- There was no action taken on item 13.*
- 14) Financial Report and take any action as necessary** – *Commissioner Yates motioned to approve the financial plan and long-term forecast as presented, with a second from Commissioner Hicks. The motion carried with 4-Aye and 0-Ney.*
- a. Review of tax revenues** – *There was no action taken on item 14.a.*
 - b. Review of 2024-2025 budget** – *There was no action taken on item 14.b.*
 - c. Discussion of 2023 and 2024 audit** – *There was no action taken on item 14.c.*
 - d. Payment of bills and payroll** – *Commissioner Kelly motioned to pay the bills as presented in the amount of \$157,698.46 to include payroll, with a second from Commissioner Yates. The motion carried with 4-Aye and 0-Ney. Commissioner Kelley motioned to ratify the payment of all bills and payrolls from October 1, 2024, to December 12, 2024, as presented, with a second from Commissioner Hicks. The motion carried with 4-Aye and 0-Ney.*
- 15) Adjourn** – *Commissioner Hicks motioned to adjourn the meeting at 10:41 PM (22:41), with*

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a second from Commissioner Kelley. The motion carried with 4-Aye and 0-Ney.

ATTEST:

Thomas P. Dink Trentzwe
Name/Title

1-10-2025
Date

Sam Logan asst. Treasurer
Name/Title

1/10/2025
Date