

**Bexar County
Emergency Services District No. 10
Meeting Minutes
May 13, 2019
7:00 P.M.**

Bexar County Emergency Services District No. 10 conducted a meeting at the Bexar County ESD Station # 1 Fire Station located at 6658 E. Houston on May 13, 2019 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 7:15 PM and established a quorum with both Commissioner Lazar and Yates present.
2. **Citizens to be heard. (3 minute time limit per person)** None to be heard
3. **Approval of the meeting minutes from the April 5, 2019 meeting minutes.** Commissioner Yates made a motion to approve the meeting minutes, second by Commissioner Lazar. Motion carried 3/0.
4. **Discussion and appropriate action for President Kelley to sign a letter authorizing the ESD Commissioners and Administrator Hogan to receive and review the confidential sales tax reports from the Texas Comptroller office related to the sales tax for the district.** Commissioner Lazar made a motion to sign the letter, second by Commissioner Yates. Motion carried 3/0.
5. **Discussion and appropriate action to sign a contract with Sales Tax Assurance for reporting, consulting and recovery services for the district.** Commissioner Yates made a motion to sign the contract, second by Commissioner Lazar. Motion carried 3/0.
6. **Authorization for Chief Hogan to order 7 LifePack 15, 2 Lucas devices, 1 AED and related equipment and service contracts. Total is \$295,350.25 and will be paid for via the new truck and equipment loan.** Commissioner Lazar made a motion to approve the purchase, second by Commissioner Yates. Motion carried 3/0.
7. **Discussion and appropriate action on obtaining a loan from Government Capitol in the amount of \$1,700,000 for the purpose of financing the 2 new trucks, fire equipment and medical equipment.** Commissioner Yates made a motion to approve the loan, second by Commissioner Lazar. Motion carried 3/0.
8. **Discussion and appropriate action on opening a new bank account for the new loan for the truck and equipment.** Commissioner Lazar made a motion to open a new bank account, second by Commissioner Yates. Motion carried 3/0.
9. **Discussion and appropriate action on signing the contract with Grossman Design Builders for building the new station in Elmendorf.** Commissioner Yates made a motion to approve the selection of Grossman Design builders for the Gross Max Price of \$2,091,973 contingent on the final contract being approved by the district lawyer and approval of the district to receive an increment \$500,000 loan for the building, and to request an additional \$500,000 loan from Government capitol. Second by Commissioner Lazar. Motion carried 3/0.
10. **Discussion and appropriate action to have President Kelley to approve the Audit from Armstrong, Vaughan and Associates and have them submit to the county auditor.** Commissioner Lazar made a motion to authorize President Kelley to sign the final audit and approval submittal to the Bexar County Auditor, second by Commissioner Yates. Motion carried 3/0.
11. **Discussion, updates and/or action on the following items;**
 - a. **Command Staff Report – Given by Fire Chief Robert Hogan**
 - **Run report.** No questions were asked
 - **Awareness that we will be ordering a pallet of foam from Casco for \$2000.00** Chief Hogan advised we would be purchasing a pallet of foam from Casco for a savings of \$1300 from previous purchases.

12. **Financial Report.**
 - a. **Review of Tax Revenues received to date.** No questions were asked
 - 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.
13. **Determine date, time and possible agenda items for next meeting. The next tentatively scheduled meeting will be on June 7, 2019.** All agreed to this tentative date.
14. **Adjourn** Commissioner Lazar made a motion to adjourn, second by Commissioner Yates. Motion carried 3/0 and the meeting was adjourned at 8:07 PM.

Attest