

**Bexar County
Emergency Services District No. 8
Meeting Minutes
November 13, 2018
6:30 P.M.**

The Bexar County Emergency Services District No. 8 will conduct a meeting at the Grey Forest City Hall located at 18502 Scenic Loop Road, Helotes, Texas 78023 on November 13, 2018 beginning at 6:30 P.M. The following will be discussed with possible action as necessary:


1. Call the Bexar County Emergency Services District No. 8 Meeting to Order and establish a quorum. *Commissioner Hune called the Bexar County Emergency Services District No. 8 meeting to order at 6:34 P.M. and established a quorum.*
2. Pledge of Allegiance. *Pledge of Allegiance was recited.*
3. Citizens to be heard. (3-minute time limit per individual) *There were no citizens signed up to speak.*
4. Approval of the minutes from the meeting of October 9, 2018. *Commissioner Burke made a motion to accept the minutes. Commissioner Yates seconded. The motion carried 3-0*
5. Emergency Services District Fire Station No. 2 Project update.
 - a. Discussion and possible action on the Fire Station No. 2 Project. *Mr. Rosborough with AGCM provided a draft schedule and budget as an example for upcoming project.*
 - b. Discussion and possible action on architectural and engineering services for Fire Station No. 2 Project *Mr. Rosborough provided an update on the current review of the existing station design work that had previously been done. Additional due diligence is currently being conducted and Mr. Rosborough will report back with what steps need to be taken after feedback is provided from design firm*
 - c. Discussion and possible action to approve the proposed contract delivery method for the Fire Station No. 2 Project. *A review of different methods of service acquisition procedures were discussed including Design and Build, CM at risk, and Competitive Sealed Proposal (CSP). Commissioner Yates made a motion to adopt the CSP method of acquisition of services for the new fire station project. Commissioner Burke seconded. The motion carried 3-0*
6. Discussion and possible action on the Equipment and Vehicle Replacement Plan.
 - a. Discussion and possible action on the proposal to replace Brush Truck 3 (BT 3). *Administrator Costley provided an overview of the current capital assets, the replacement cost, and the remaining useful life of the items on the capital asset list. Items of high cost and near-term replacement were highlighted and discussed. Chief Reddout followed with a presentation on potential options to replace Brush Truck 3, noting that there are TFS grant funds in the amount of \$45,000 which could be applied to purchase of truck. Commissioner Yates made a motion to procure a truck from Wildfire utilizing the \$45,000 grand funding in combination with station funding not to exceed a total cost of acquisition of \$105,000. Commissioner Burke seconded. The motion carried 3-0*

7. Discussion and possible action on the approval to pay for repairs to the roof and ceiling at Fire Station No.1. *Commissioner Yates made a motion to accept bid from vendor Simon to repair roof at the cost of \$1,562.85. Commissioner Burke seconded. The motion carried 3-0*
8. Discussion and possible action to call for a referendum to establish a sales tax to support the operations of Bexar County ESD No. 8. Josh Brown will be present to discuss the experience at ESD No. 2 and answer any questions. *Chief Reddout provided a presentation on state wide sales tax information including income, tax base, and territory makeup (size/population). Mr. Brown followed by speaking specifically about how implementing a sales tax affected Bexar County ESD No. 2. Mr. Brown provided a summary on the process and best practices that ESD No. 2 has found helpful. Commissioner Yates made a motion to proceed with the necessary actions to establish a sales tax of 1.5% or the maximum amount allowed under the cap of 8.25% whichever is larger in the May vote of 2019. Commissioner Burke seconded. The motion carried 3-0*
9. Discussion and possible action to engage Ede and Associates to perform the Fiscal Year 2018 Audit at a cost not to exceed \$7,245.00. *Commissioner Yates made a motion to approve the proposal and engage with Ede and Associates to perform audit services for Fiscal Year 2018. Commissioner Burke seconded. The motion carried 3-0*
10. Review of the financial reports for the District. *Financial reports were reviewed*
11. Discussion and approval to pay the bills through November 30, 2018. *Commissioner Yates made a motion to pay bills through November 30, 2018. Commissioner Burke seconded the motion. The motion carried 3-0*
12. Chief's Report.
Chief Reddout provided the Board with a review of the number of calls for service. Items of note this month included public relations events (Halloween, Santa Run handouts), hosted TCFP ISO course, and the hiring of 3 new full-time employees.
13. Review of the meeting planner and discuss requests from the Board for any agenda items for consideration at the next meeting scheduled for December 4, 2018. *Items identified to be put on the next meeting were election of officers and discussing a campaign for sales tax initiative.*
14. Adjourn. *With no further business before the Board the meeting was adjourned at 9:02 P.M.*


The above notice was posted at the Bexar County Courthouse, Grey Forest City Hall and the Bexar County ESD No. 8 Fire Station no later than 6:00 P.M., Saturday, November 10, 2018.

Note: The Board may retire to Closed Meeting any time as allowed by applicable law between the meeting's opening and adjournment to discuss items listed on the agenda, including, but not limited to, consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code and/or discussion of real estate acquisition pursuant to Chapter 551.072 of the Texas Government Code. Action, if any, will be taken in open session.

ATTEST:



**Chris Costley
Administrator**



**Mr. William Burke
Secretary/Assistant Treasurer**