

# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE



## MEETING MINUTES MAY 26, 2022

Bexar County Emergency Services District No. 2 conducted a meeting in the Bexar County Emergency Services District No. 2 Meeting Room located at 14785 Omicron Drive, Building 100, Suite 124, San Antonio, TX 78245, to discuss the following:

1. **Call the Bexar County Emergency Services District No. 2 Meeting to order and establish a quorum.**  
– The meeting was called to order by Commissioner David Harris at 8:04 PM (20:04). A quorum was established with Commissioner Brian Fite, Commissioner Rait, and Commissioner Harris present. Commissioner Noakes and Commissioner Cash were absent.
2. **Citizen's Public Comment (Speakers will be limited to three (3) minutes to address the Board. The Board will not comment or engage in discussion.)** – There were no requests for Citizen's Public Comment. The Board then moved to discuss item 5.d.
3. **Deliberation, update, and/or action regarding Monthly Command Staff Report to include:**
  - a. **Purchase of Ambulances** – A motion was made by Commissioner Rait to ratify the purchase of an ambulance from Frazer in the amount of \$300,250.00 and the purchase of an ambulance from SERVS in the amount of \$351,110.00 which includes the cost of outfitting of equipment in lieu of the ambulances approved on April 19, 2022, due to the build times and availability. A second to the motion was made by David Harris. The motion carried with 3-Aye and 0-Ney.
  - b. **Medical Supplies Request for Proposal Vendor Response Review and Selection** – A motion was made by Brian Fite to accept the proposal from Boundtree Medical for medical supplies and to begin the negotiations of a contract. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.
  - c. **Long Term Lawn Maintenance** – A motion was made by Commissioner Rait to approve the proposal from Scenic Lawn and Landscaping in the monthly amount of \$2,250.00 for lawn and landscape services at Station 124. A second to the motion was made by Commissioner Harris. The motion carried with 2-Aye, 0-Ney, and 1-Abstention from Commissioner Fite.
  - d. **Vehicle/Apparatus Accidents** – The Board moved to discuss this line item after Item 10. Action was not taken on this item.
4. **Deliberation, update, and/or action regarding the meeting minutes from April 19, 2022.** – A motion was made by Commissioner Rait to approve the meeting minutes from April 19, 2022, as presented. A second to the motion was made by Commissioner Fite. The motion carried with 3-Aye and 0-Ney.
5. **Deliberation, update, and/or action regarding the following financial items:**
  - a. **Financial Reports**
  - b. **Cash Reconciliations**
  - c. **Investment Reports**  
A motion was made by Commissioner Rait to approve the items 5.a – 5.c as presented. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.
  - d. **EMS Billing & Write Off Policy** – Action was not taken on this item. The Board then moved to discuss Item 6.b.

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- e. **Property Tax Exemptions and Policy** – A motion was made by Commissioner Fite to approve property tax exemptions to include homestead, disabled persons, disabled veterans, and over the age of 65. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.
  - f. **Credit Card Rewards Points and Point Redemption** – A motion was made by Commissioner Rait to redeem credit card reward points for cash back to be applied to the payment of the credit card statement. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.
  - g. **Investment of Loan Funds** – A motion was made by Commissioner Harris to waive the reading and approve the resolutions and necessary documents to invest the Government Capital loan of \$30,000,000.00 into Treasury Bills. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.
  - h. **Authorization to Pay/Ratify Monthly Bills Due/Paid** – A motion was made by Commissioner Harris to authorize the payment of monthly bills due as presented. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney. The meeting went into recess at 10:12 PM (22:12). The meeting was called back to order at 10:18 PM (22:18). A quorum was established with Commissioner Brian Fite, Commissioner Rait, and Commissioner Harris present. Commissioner Noakes and commissioner Cash were absent.
6. **Deliberation, update, and/or action regarding the following on District properties:**
- a. **Property Acquisition & Easements** - Action was not taken on item 6.a.
  - b. **Architectural Services** – A motion was made by Commissioner Rait to approve the proposal from Brown Reynolds Watford Architects at a cost of \$1,900,000.00 to design the administrative offices, warehouse, maintenance center, and training buildings. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney. The Board then moved to discuss Item 3.
  - c. **Construction** – A motion was made by Commissioner Fite to construct Station 121 in one phase and to bid the project with a thirty-day qualification due and a ninety-day proposal due using a competitive sealed bid proposal method. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.
  - d. **Financing** – Action was not taken on item 6.d.
7. **Deliberation, update, and/or action regarding Workers’ Compensation Insurance Renewal.** – A motion was made by Commissioner Harris to approve Benchmark Insurance’s proposal to renew worker’s compensation insurance at a cost of \$112,810.00. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.
8. **Deliberation, update, and/or action regarding the Grand Opening of Fire Station 124.** – A motion was made by Commissioner Harris to approve up to ten thousand dollars for the rental of equipment and services for the Grand Opening of Station 124. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.
9. **Deliberation, update, and/or action regarding the schedule for the adoption of a 2022 Ad Valorem Tax Rate and the 2022 Ad Valorem Tax Rate Questionnaire.** – Action was not taken on item 9.
10. **Deliberation, update, and/or action regarding the hiring, appointment, employment, vacation, evaluation, duties, pay rates, compensation, benefits, retirement, and/or reassignment of duties**

