

BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE



MEETING MINUTES JULY 6, 2023

Bexar County Emergency Services District No. 2 conducted a meeting in the Bexar County Emergency Services District No. 2 Meeting Room located at 14515 Omicron Drive, 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 Harris at 7:41 PM (19:41). A quorum was established with Commissioner Harris, Commissioner Rait, and Commissioner Fite 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.*
3. **Deliberation, update, and action regarding Monthly Command Staff Report to include:**
 - a. **Harassment, Discrimination, and Retaliation Prevention Training** – *Commissioner Fite motioned to approve the Harassment, Discrimination, and Retaliation Prevention Training as presented. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.*
 - b. **Skeeter Brush Truck Change Order** – *This item was tabled to the next meeting pending legal review.*
 - c. **Renewal of Appollo Manikin Warranty** – *Commissioner Fite motioned to approve the renewal of the Apollo and Luna Manikin warranties at \$47,446. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.*
 - d. **Purchase of Wildland Firefighting Equipment** – *This item was tabled to the next meeting.*
4. **Deliberation, update, and action regarding the May 25, 2023, meeting minutes.** – *Commissioner Rait motioned to approve the meeting minutes from May 25, 2023, as presented. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.*
5. **Deliberation, update, and action regarding the following financial items:**
 - a. **Financial Reports**
 - b. **Cash Reconciliations**
 - c. **Investment Reports**
 - d. **FY2022-2023 Financial Review Engagement Letter**
 - e. **Bexar County Auditor's Office Audit**
 - f. **FY2021-2022 Annual Audit**
 - g. **FY2023-2024 Annual Budget**
 - h. **Approved Vendor List**
 - i. **Authorization to Pay/Ratify Monthly Bills Due/Paid**
Commissioner Rait motioned to approve items 5.a. – 5.d., 5.h., and 5.i. as presented. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney. No action was taken on items 5.e. – 5.g.

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6. **Deliberation, update, and action regarding the following on District properties:**
 - a. **Property Acquisition & Easements** – *No action was taken on item 6.a.*
 - b. **Architectural & Engineering Services** – *Commissioner Fite motioned to approve the proposal from Alpha Testing for \$40,261 for site testing services for the construction of Fire Station 123. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.*
 - c. **Construction** – *Commissioner Fite motioned to approve the access control change order for Fire Station 121 to a complete wired system for \$169,397.53. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.*
 - d. **Financing** – *There was no action taken on item 6.d.*

7. **Deliberation, update, and action regarding the Bexar County Emergency Services Districts Association to include:**
 - a. **2023 Special Sessions and 2025 Legislative Mission and Agenda**
 - b. **Bills Affecting Emergency Services Districts**

There was no action taken on item 7.

8. **Deliberation, update, and action regarding the hiring, appointment, employment, vacation, evaluation, duties, pay rates, compensation, benefits, retirement, reassignment of duties, and department policies of public officers, commissioners, members, or employees to include by not limited to:**

Commissioner Fite motioned to approve the renewal of Cancer Insurance as presented by VFIS at \$174 per member annually. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.

 - a. **Social Security Contributions** – *Commissioner Fite motioned to waive the reading of Resolution 20230629-001 Opt-Out of Social Security Coverage. A second to the motion was made by Harris. The motion carried 3-Aye and 0-Ney. Commissioner Rait motioned to approve Resolution 20230629-001 to Opt-Out of Social Security Coverage. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.*

9. **Deliberation, update, and action regarding the following 2023 (FY2023-2024) Tax Rate Items:**
 - a. **Schedule of Deadlines and Meeting** – *There was no action taken on item 9.a.*
 - b. **2023 (FY2023-2024) No New Revenue Calculation Questionnaire** – *Commissioner Fite motioned to approve the No New Revenue Calculation Questionnaire as presented. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.*
 - c. **Tax Exemptions and Resolution Related Thereto** – *Commissioner Harris motioned to waive the reading of Resolution 20230629-002. A second to the motion was made by Commissioner Fite. The motion carried with 3-Aye and 0-Ney. Commissioner Harris motioned to approve Resolution 20230629-002 as presented. A second to the motion was made by Commissioner Fite. The motion carried with 3-Aye and 0-Ney.*
 - d. **Notice of Public Hearings** – *August 24, 2023, at 6:30 PM (18:30)*

10. **Determine the next meeting's date, time, and agenda items.** – *July 26, 2023, at 7:00 PM (19:00) and August 24, 2023, at 7:00 PM (19:00).*

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11. Adjourn. – Commissioner Harris motioned to adjourn the meeting at 9:06 PM (21:06). A second to the motion was made by Commissioner Fite. The motion carried with 3-Aye and 0-Ney.

ATTEST:


Signature

DAVID C. HARRIS, President
Name/Title

26 Jul 23
Date


Signature

Chris Rait, Treasurer
Name/Title

26 Jul 23
Date