

# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE



## MEETING MINUTES APRIL 23, 2024

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 7:22 PM (19:22). 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 pending and completed projects in Monday application.** – *There was no action taken on Item 3. The meeting recessed at 7:46 PM (19:46). The meeting was called to order by Commissioner Harris at 7:56 PM (19:56). A quorum was established with Commissioner Harris, Commissioner Rait, and Commissioner Fite present. Commissioner Noakes and Commissioner Cash were absent.*
4. **Deliberation, update, and action regarding the March 26, 2024, meeting minutes.** – *Commissioner Rait motioned to approve the March 26, 2024, meeting minutes as presented. Commissioner Harris made a second to the motion. The motion carried with 3-Aye and 0-Ney.*
5. **Deliberation, update, and action regarding the monthly Command Staff Report to include:**
  - a. **Purchase of a Forklift** – *Commissioner Harris motioned to approve the Toyota proposal not exceeding \$50,100 with a warranty. Commissioner Fite made a second to the motion. The motion carried with 3-Aye and 0-Ney.*
  - b. **Purchase of Lapel Pins** – *There was no action taken on Item 5.b.*
  - c. **Purchase of Standard Uniformed Suits** – *Commissioner Harris motioned to approve the purchase of standardized uniformed suits for all non-commissioned members and commissioners, including Assistant Chief Montgomery and Chief Rodriguez from Limatus Bespoke. Commissioner Rait made a second to the motion. The motion carried with 3-Aye and 0-Ney.*
  - d. **Purchase of Mobile Application** – *Commissioner Rait motioned to approve a custom application for Apple and Andriod phones, accepting the proposal from The Fire Department App at a cost of \$14,995 for the first year and \$5,995.00 for the second year. Commissioner Harris made a second to the motion. The motion carried with 3-Aye and 0-Ney.*
  - e. **Purchase of Fleet Mechanic Vehicle** – *Commissioner Harris motioned to approve the purchase of a fleet mechanic vehicle, accepting the Sourcewell Cooperative proposal from Bluebonnet Ford for \$192,721.25. Commissioner Rait made a second to the motion. The motion carried with 3-Aye and 0-Ney. Commissioner Rait motioned to cancel the order from Kyrish approved on October 24, 2023. Commissioner Harris made a second to the motion. The motion carried with 3-Aye and 0-Ney.*

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**6. Deliberation, update, and action regarding the following financial items:**

- a. **Financial Reports**
- b. **Cash Reconciliations**
- c. **Investment Reports**
- d. **The Interlocal Purchasing Systems (TIPS) Cooperative Membership**
- e. **Authorization to Pay/Ratify Monthly Bills Due/Paid**

*Commissioner Rait motioned to approve Items 6.a.-6.c and 6.e. as presented. Commissioner Harris made a second to the motion. The motion carried with 3-Aye and 0-Ney. Commissioner Rait motioned to join The Interlocal Purchasing System Cooperative Membership (TIPS) pending legal review and authorizing Commissioner Harris to execute the resolution to join. Commissioner Fite made a second to the motion. The motion carried with 3-Aye and 0-Ney.*

**7. Deliberation, update, and action regarding the following on District properties:**

- a. **Property Acquisition & Easements** – *Commissioner Fite motioned to offer a purchase property near the intersection of Grosenbacher and West Grosenbacher on approximately 19 acres of land legally described at CB 4341 P-50 ABS 422 at a cost not to exceed \$2,000,000. Commissioner Rait made a second to the motion. The motion carried with 3-Aye and 0-Ney.*
- b. **Architectural & Engineering Services** – *There was no action taken on Item 7.b.*
- c. **Construction**
  - i. **Property Clean Up and Brush Removal at Talley & Tillman Ridge** – *Commissioner Riat motioned to approve the proposal from MDR Site Services for \$5,995.00 to clear the property at the corner of Talley Road and Tillman Ridge. Commissioner Harris made a second to the motion. The motion carried with 3-Aye and 0-Ney.*
- d. **Financing** – *There was no action taken on Item 7.d.*

**8. Deliberation, update, and action regarding the Bexar County Emergency Services Districts Association.** – *There was no action taken on Item 8.*

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

- a. **Compensation Study** – *There was no action taken on Item 9.a.*
- b. **Executive Staff Performance Reviews** – *There was no action taken on Item 9.b.*
- c. **Worker's Compensation Insurance** – *Commissioner Fite motioned to approve the proposal from Benchmark for worker's compensation insurance for \$180,319.00. Commissioner Rait made a second to the motion. The motion carried with 3-Aye and 0-Ney.*

**10. Determine the next meeting's date, time, and agenda items.** - *The next meetings are tentatively scheduled for May 21, 2024, June 12, 2024, and July 10, 2024. July 10, 2024, is scheduled as a special meeting to open the bids for Station 125.*

**11. Adjourn.** – *Commissioner Harris motioned to adjourn the meeting at 9:49 PM (21:49). Commissioner Rait made a second to the motion. The motion carried with 3-Aye and 0-Ney.*

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ATTEST:

  
Signature

DAVID HARRIS, PRESIDENT  
Name/Title

05/21/2024  
Date

  
Signature

CHRIS RAIT, TREASURER  
Name/Title

05/21/2024  
Date