

**Bexar County
Emergency Services District No. 1
Meeting Minutes
December 14, 2018
4:30 P.M.**

The Bexar County Emergency Services District No. 1 conducted a Board Meeting at the Bexar County Emergency Services District No. 1 Office, located at 8275 FM 78, Suite 2, Converse, Texas 78109. The following was discussed;

1. Commissioner Hogan called the Bexar County Emergency Services District No. 1 Meeting to Order at 4:41 P.M. and established a quorum with Commissioner Murphy and Commissioner Ortiz.
2. Citizen Forum (3-minute time limit per individual). There were no citizens present to speak during this segment.
3. Approval of the minutes from the November 16, 2018 meeting. Commissioner Ortiz made a motion to approve the minutes from the November 16, 2018 meeting. Commissioner Murphy seconded the motion. Motion carried by a 3/0 vote in favor of.
4. Chief's Report. Chief Valdez was unable to attend due to a family emergency.
 - a. Run Report
 - b. Upcoming events.
5. Discussion and appropriate action to select a Certified Public Accountant to perform the Fiscal Year 2018 audit. Commissioner Ortiz made a motion to continue with the firm Sheffield, Trackwell & Rapp, LLC to perform the FY 2018 audit. Commissioner Murphy seconded the motion. Motion carried by a 3/0 vote in favor of.
6. Financial Report.
 - a. Review of the Financial Reports for the District. The Board reviewed the Financial Reports for the District.
 - b. Approval of payments for the District. Commissioner Ortiz, after reviewing the all of the invoices, made a motion to approve payments for the District. Commissioner Murphy seconded the motion. Motion carried by a 3/0 vote in favor of.
 - c. Action to extend the office lease agreement with Alamo Rotary. Commissioner Ortiz made a motion to extend the office lease agreement with Alamo Rotary. Commissioner Murphy seconded the motion. Motion carried by a 3/0 vote in favor of.

7. **Authorization for the Administrator to publish the Administrative address of the District's office, submit the ESD Annual Report pursuant to Texas Health and Public Safety Code 775.083 and submit the Special Purpose District Annual Public Information Database Financial Report to the Texas State Comptroller's Office. Commissioner Murphy approved the authorization for the Administer to publish the Administrative address of the District's office, submit the ESD Annual Report pursuant to Texas Health and Public Safety Code 775.083 and submit the Special Purpose District Annual Public Information Database Financial Report to the Texas State Comptroller's Office. Commissioner Ortiz seconded the motion. Motion carried by a 3/0 vote in favor of.**
8. **Determine date, time and possible agenda items for the next Board meeting. The next Board meeting is tentatively scheduled for January 11, 2018.**
9. **Adjourn. Commissioner Ortiz made a motion to adjourn. Commissioner Murphy seconded the motion. Motion carried by a 3/0 vote in favor of. Meeting was adjourned at 4:54 P.M.**

ATTEST:

**Robert Hogan
President**

**Ms. Gloria Salinas
Administrator**