

**Bexar County
Emergency Services District No. 1
Meeting Minutes
December 16, 2019
5:00 P.M.**

The Bexar County Emergency Services District No. 1 conducted a 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 Murphy called the Bexar County Emergency Services District No. 1 Meeting to Order at 5:05 P.M. and *established a quorum with the Commissioners' Hogan and George present.*
2. Citizen Forum. (3-minute time limit per individual.). *There weren't any citizens signed up to speak during this segment.*
3. Approval of the meeting minutes from the September 9, 2019 meeting. (No meeting held for October and November.). *Commissioner George made a motion to approve the minutes. Commissioner Hogan seconded the motion. Motion carried by a 3/0 vote.*
4. Presentation by Mr. Chris Herrera of the Bexar County Fire Marshal's Office related to boundary issues. *Mr. Herrera reported to the Board that with legal representatives of ESD No. 1 & ESD No. 11 involved, it was determined that no overlapping of the legal boundaries existed. No further action taken on this issue.*
5. Chief's Report.
 - a. Run Report. *The Chief reported that the ESD is averaging more calls than the City of Converse.*
 - b. Report on the newest ISO rating for the fire department. *The Chief informed the Board that the City of Converse Fire Department earned and awarded an ISO rating of 1, the best rating that a fire department in the United States can earn. The rating will extend to the ESD and will help lower insurance costs to the homeowners within the District.*
 - c. Upcoming events. *The Chief reported that several events were tentatively scheduled to take place within the next few weeks which would include a Santa Run within the communities of ESD No. 1.*
6. Discussion, update and appropriate action related to the Interlocal Agreement with the City of Converse. *The City of Converse approved and signed the Agreement with the ESD to continue to provide services. Commissioner Hogan noted the City had made a few changes so he requested that it be sent back to our attorney for one more review. Further action on approving the agreement was deferred.*

7. Appropriate action to transfer from Commissioner Hogan to the ESD No. 1 Administrator full access to the website, email accounts and domain name(s) from GoDaddy or any other internet service provider so that the District's website can be updated and brought to State compliance as required by January 1, 2020. *Commissioner George made a motion to take appropriate action. Commissioner Murphy had to second the motion. Motion carried by a 2 votes in favor.*
 - a. Approval to purchase or extend web hosting from GoDaddy for the next 12 months. *This item was deferred.*
8. Discussion and appropriate action on the selection of an auditor to begin the FY 2019 Audit for the District. *Commissioner Hogan made a motion to select Ms. Nixon as the Auditor to begin the FY 2019 Audit at a cost not to exceed \$ 7,500.00. Commissioner George seconded the motion. Motion carried by a 3/0 vote.*
 - a. Hiring of a temporary bookkeeper to compile and verify the fiscal year end income, expenditures and prepare the financials prior to the FY 2019 Audit. *This item was deferred. At this point, Commissioner Hogan stated that he wanted to take back his motion on selecting the Auditor but he never made a motion to rescind item 8. Original motion stands.*
9. Discussion and appropriate action to register for the SAFE-D conference to be held on February 20-22 in Galveston, Texas. *Commissioner Hogan made a motion to have Commissioners' George and Murphy as well as the Chief register and attend the conference. Commissioner George seconded the motion. Motion carried by a 3/0 vote.*
 - a. Authorization for the administrator to reserve the necessary rooms for the board members attending the conference. *Commissioner Hogan made a motion to have the administrator reserve the necessary rooms. Commissioner George seconded the motion. Motion carried by a 3/0 vote.*
10. Financial Reports.
 - a. Review of the Financial Reports for the District. *The Board reviewed the Financial Reports of the District. There weren't any issues with the Report.*
 - b. Approval of payments for the District through December 31, 2019. *Commissioner Hogan made a motion to approve payments for the District. Commissioner George seconded the motion. Motion carried by a 3/0 vote.*
 - c. Approval to pay 1st quarter payment to the City of Converse (service provider). *Commissioner Hogan made a motion to approve the 1st quarter payment to the City of Converse. Commissioner George seconded the motion. Motion carried by a 3/0 vote.*
 - d. Approval to certify the 2019 Tax Roll as presented by the Bexar County Appraisal District to ESD No. 1. *This item was deferred.*
11. Determine date, time and possible agenda items for the next Board meeting. *The next meeting is tentatively scheduled for January 13, 2020.*

12. Adjourn. *With no further business before the Board, Commissioner Hogan made a motion to adjourn. Commissioner George seconded the motion. Motion carried by a 3/0 vote. Meeting was adjourned at 6:28 P.M.*