

MINUTES
REGULAR MEETING
BEXAR COUNTY ESD 5 FIRE AND RESCUE
APRIL 18, 2024

In compliance with the provision of Chapter 551, Texas Government Code, notice is hereby given that a REGULAR MEETING of the Board of Directors of Bexar County ESD 5 Fire and Rescue was held at 7120 East 6th Street, Somerset, TX 78069 on APRIL 18, 2024 at 6:00 pm.

1) Call the meeting to order and establish a quorum.

Meeting was called to order at 6:00 pm and a quorum was established. Board members in attendance were Herschel Postert, Howard Dalros, Andrew Flores, Becky Schneider, and Robert Pierce.

2) Invocation: Pledge of Allegiance and prayer

Pledge was led by Director Dalros and prayer was led by Director Pierce.

3) Presentation from Texas Class

Karen Proctor from Texas Class gave a brief presentation about the investment pool saying they have over 50 ESDs. She said Texas Class is an investment group for Texas Public Entities.

4) Consent Agenda:

a) Review and approval of the Minutes for the March 18, 2024 Regular Meeting

Motion to accept the Minutes as presented by Director Dalros. Seconded by Director Schneider. Motion carried.

b) Review and approval of financials

Motion to accept the financials as presented by Director Flores. Seconded by Director Pierce. Motion carried.

5) Chief's Report; including requests for funds, if any; and Department and Operations report with action taken as necessary.

Chief Estep gave his report training saying the department is now offering more advanced TCFP classes. Call volumes reported were 65 calls from St150 with an average response time of 5:5 minutes; 221 calls from ST151 with an average response time of 9 minutes; and 62 calls from ST152 with an average response time of 7 mins. Total calls for March were 348.

The Bexar County ESD 5 Fire and Rescue reserves the right to adjourn into closed session at any time during the course of the meeting to discuss any of the matters listed above should such action be necessary as authorized by the Texas Open Meetings Act, Texas Government Code 551.071 (Consultation with Attorney), 551.074 (Personnel Matters) or 551.087 (Economic Development) and any other provision under Texas Law that permits this governmental body to discuss a matter in a closed session. Action, if any, will be taken in open session.

The Bexar County ESD 5 Fire and Rescue is committed to compliance with the Americans with Disabilities Act. Reasonable modification and equal access to communications will be provided upon request. Requests for accommodation or interpretive services at meetings should be made 48 hours prior to this meeting. Please contact the board president for Bexar County ESD 5 Fire and Rescue at (210) 259-5397.

MINUTES
REGULAR MEETING

BEXAR COUNTY ESD 5 FIRE AND RESCUE
APRIL 18, 2024

Chief said he would like to list the KME Engine for sale 'as is' with Brindlee Mountain Fire Apparatus and sell the 1994 Simmons ladder with the online auction company ReneBates.com Chief asked to purchase a 2023 Ford Bronco for \$65,305.00 and Utility bed for the F450 Truck for \$13,751.72. He said it will take \$10,000 for markings and equipment to be added including the lighting. The budget line item Apparatus Replacement has \$90,000.

Chief would like the current chief vehicle (Ford Explorer) to be used by Assistant Chief, instead of him using his personal vehicle. He said the vehicle will not be taken home. The vehicle will remain at the station for use.

Lastly, Chief asked to remove the two palm trees at the front of Station 150 before they start to interfere with the power lines. The board had no objections.

Motion by Director Schneider to approve the purchase of the purchase of a 2023 Ford Bronco to be used as the Chief vehicle in the amount of \$65,305 and also approve the purchase of a utility bed for the Ford F450 in the amount of \$13,751.72. Seconded by Director Pierce. Motion carried.

Motion by Director Schneider to approve the listing of the KME for sale as discussed as well as the 1994 Simmons Ladder. Seconded by Director Dalros. Motion carried.

5) Action items:

a) Discussion and possible action to clarify the procedures for hiring contractors; building maintenance / repair vs. vehicle related repairs / maintenance

There was a discussion on clarification with the board regarding procedures for repairs or maintenance on stations or vehicles. The current spending procedures will be followed- which is emergency purchases / repairs up to \$5,000 can be approved by Director Postert. Repairs or maintenance up to \$10,000 can be approved by Director Postert and Director Dalros. Anything above that or anything other than routine items, the board wants a contract that includes insurance, time frame of work, and a warranty. No action was deemed necessary.

The Bexar County ESD 5 Fire and Rescue reserves the right to adjourn into closed session at any time during the course of the meeting to discuss any of the matters listed above should such action be necessary as authorized by the Texas Open Meetings Act, Texas Government Code 551.071 (Consultation with Attorney), 551.074 (Personnel Matters) or 551.087 (Economic Development) and any other provision under Texas Law that permits this governmental body to discuss a matter in a closed session. Action, if any, will be taken in open session.

The Bexar County ESD 5 Fire and Rescue is committed to compliance with the Americans with Disabilities Act. Reasonable modification and equal access to communications will be provided upon request. Requests for accommodation or interpretive services at meetings should be made 48 hours prior to this meeting. Please contact the board president for Bexar County ESD 5 Fire and Rescue at (210) 259-5397.

MINUTES
REGULAR MEETING
BEXAR COUNTY ESD 5 FIRE AND RESCUE
APRIL 18, 2024

6) Adjourn

Motion to adjourn by Director Schneider. Seconded by Director Pierce. Motion carried. Meeting adjourned at 6:33 pm.

The Bexar County ESD 5 Fire and Rescue reserves the right to adjourn into closed session at any time during the course of the meeting to discuss any of the matters listed above should such action be necessary as authorized by the Texas Open Meetings Act, Texas Government Code 551.071 (Consultation with Attorney), 551.074 (Personnel Matters) or 551.087 (Economic Development) and any other provision under Texas Law that permits this governmental body to discuss a matter in a closed session. Action, if any, will be taken in open session.

The Bexar County ESD 5 Fire and Rescue is committed to compliance with the Americans with Disabilities Act. Reasonable modification and equal access to communications will be provided upon request. Requests for accommodation or interpretive services at meetings should be made 48 hours prior to this meeting. Please contact the board president for Bexar County ESD 5 Fire and Rescue at (210) 259-5397.

BUDGET ESD5 FR 2023-2024

Adopted 8/17/2023

run date 5/1/2024

INCOME		RECEIVED	DIFFERENCE
ESDS CONTRACT	\$ (1,500,000.00)	\$ 1,127,160.00	\$ (372,840.00)
BILLED REVENUE		\$ 4,713.58	
DONATIONS		\$ 2,800.00	
MISCELLANEOUS INCOME			
GRANT INCOME			
CARRYOVER OF NON-TAX MONEY		\$ 14,842.11	
TOTAL PROJECTED INCOME	\$ (1,500,000.00)	\$ 1,149,515.69	\$ (372,840.00)

EXPENSES: NOT STATION SPECIFIC		SPENT	REMAINING
Memberships Dues	\$ 15,000.00	\$ (1,985.00)	\$ 13,015.00
Medical Supplies	\$ 60,000.00	\$ (34,120.20)	\$ 25,879.80
Bunker Gear / PPE SCBA - Incl cleaning and repair/replace	\$ 70,000.00	\$ (49,114.10)	\$ 20,885.90
Uniforms	\$ 20,000.00	\$ (13,900.86)	\$ 6,099.14
Strac badges / background checks / drug tests/physicals	\$ 40,000.00	\$ (2,475.00)	\$ 37,525.00
Vehicle Maintenance / Repairs	\$ 75,000.00	\$ (81,663.95)	\$ (6,663.95)
Equipment Repair / Replace	\$ 70,000.00	\$ (10,514.66)	\$ 59,485.34
Training	\$ 20,000.00	\$ (12,736.98)	\$ 7,263.02
Communications / Technology	\$ 50,000.00	\$ (34,749.50)	\$ 15,250.50
Apparatus Replacement	\$ 90,000.00	\$ (80,055.00)	\$ 9,945.00
Fire Prevention / Education / Public Relations	\$ 10,000.00	\$ (709.91)	\$ 9,290.09
Fuel	\$ 200,000.00	\$ (57,905.89)	\$ 142,094.11
Rehab	\$ 15,000.00	\$ (879.48)	\$ 14,120.52
Sundries		\$ (1,627.03)	\$ (1,627.03)
DEBT: SCBAs	\$ 20,182.92	\$ (26,987.40)	\$ (6,804.48)
DEBT: 2018 KME Payment	\$ 59,614.80	\$ (39,743.20)	\$ 19,871.60
DEBT: 2013 Ferrara Payment	\$ 37,335.06	\$ (37,221.43)	\$ 113.63
DEBT: 2019 Ferrara Payment	\$ 46,558.85	\$ (46,558.85)	\$ -
DEBT: 2020 Ferrara Ladder 77'	\$ 95,431.70	\$ (95,431.70)	\$ -
DEBT: 2020 EOne MiniPumper	\$ 30,589.79	\$ (30,589.79)	\$ -
DEBT: 2021 Ferrara Ladder 107'	\$ 119,282.73		\$ 119,282.73
DEBT: ST150 Loan Payments	\$ 50,775.74	\$ (50,775.74)	\$ -
TOTAL PROJECTED EXPENSES	\$ 1,499,771.59	\$ (709,745.67)	\$ 485,025.92

EXPENSES: STATION 150 (Somerset)			
Office supplies	\$ 10,000.00	\$ (4,634.07)	\$ 5,365.93
Utilities (phone, internet, electric, water, trash, alarm)	\$ 25,000.00	\$ (10,772.34)	\$ 14,227.66
Station supplies	\$ 10,000.00	\$ (5,761.88)	\$ 4,238.12
Building Repairs / Building Maintenance	\$ 20,000.00	\$ (21,746.64)	\$ (1,746.64)
SUB-TOTAL	\$ 65,000.00	\$ (42,914.93)	\$ 22,085.07

EXPENSES: STATION 151 (Kinney Rd)			
Utilities (phone, internet, electric, water, trash, alarm)	\$ 25,000.00	\$ (9,392.60)	\$ 15,607.40
Station supplies	\$ 10,000.00	\$ (3,895.41)	\$ 6,104.59
Building Repairs / Building Maintenance	\$ 20,000.00	\$ (26,338.64)	\$ (6,338.64)
SUB-TOTAL	\$ 55,000.00	\$ (39,626.65)	\$ 15,373.35

EXPENSES: STATION 152 (Hwy 16)			
Utilities (phone, internet, electric, water, trash, alarm)	\$ 25,000.00	\$ (10,335.40)	\$ 14,664.60
Station supplies	\$ 10,000.00	\$ (3,471.05)	\$ 6,528.95
Building Repairs / Building Maintenance	\$ 20,000.00	\$ (624.77)	\$ 19,375.23
SUB-TOTAL	\$ 55,000.00	\$ (14,431.22)	\$ 40,568.78

EXPENSES: STATION 153 (Montgomery Rd)			
Utilities (phone, internet, electric, water, trash, alarm)	\$ 20,000.00	\$ -	\$ 20,000.00
Building Repairs / Building Maintenance	\$ 100,000.00	\$ -	\$ 100,000.00
Station supplies	\$ 10,000.00	\$ -	\$ 10,000.00
SUB-TOTAL	\$ 130,000.00	\$ -	\$ 130,000.00

EXPENSES: STATION 154 (Luckey Rd / IH 35)			
New Construction / Building Repairs / Building Maintenance	\$ -	\$ (1,730.00)	
SUB-TOTAL	\$ -	\$ (1,730.00)	\$ (1,730.00)

CURRENT BANK BALANCES:			
TRB Operating Account 1273	\$ 324,250.49	YTD income	\$ 1,149,515.69
TCB Non-tax fund account 6492	\$ 18,474.24	YTD expenses	\$ (808,448.47)
Visa credit card	\$ (1,657.51)	TOTAL	\$ 341,067.22
TOTAL	\$ 341,067.22		

Bexar County ESD 5 Fire and Rescue

Transaction List by Date

April 18-May 16, 2024

DATE	NUM	NAME	LOCATION	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
04/18/2024	--	--	--	statement payment	TRB FR Operating 1273	TRB FR Visas 1755	-\$1,134.87
04/18/2024	Visa 1771	Sams Club	--	absorbent	TRB FR Visas 1755	Station supplies 150	\$145.45
04/18/2024	Visa	Choke Canyon Travel Center	--	refreshments for meeting	TCB NON-Tax Revenue Acct 6492	SUNDRIES	-\$54.08
04/19/2024	1124	Mac Halk Ford	--	PO 1982117	TRB FR Operating 1273	APPARATUS REPLACEMENT	-\$65,306.00
04/22/2024	billpay	UBEO	--	printer lease	TRB FR Operating 1273	Office supplies 150	-\$179.00
04/22/2024	--	Bexar County ESD 5	--	reimb Sunbelt Engineers	TRB FR Operating 1273	Station 153	\$10,090.00
04/22/2024	--	Bexar County ESD 5	--	reimb LK Travis retainer fee	TRB FR Operating 1273	Station 153	\$500.00
04/22/2024	--	Bexar County ESD 5	--	reimb Hearst Media	TRB FR Operating 1273	Station 153	\$654.08
04/22/2024	--	Bexar County ESD 5	--	reimb LK Travis	TRB FR Operating 1273	Station 153	\$2,707.00
04/22/2024	--	Bexar County ESD 5	--	reimb Sunbelt Engineers	TRB FR Operating 1273	Station 153	\$7,950.00
04/22/2024	--	Bexar County ESD 5	--	reimb AGCM	TRB FR Operating 1273	Station 153	\$3,040.00
04/22/2024	--	Bexar County ESD 5	--	reimb AGCM	TRB FR Operating 1273	Station 153	\$11,204.00
04/22/2024	1125	Bella Rodriguez	--	--	TRB FR Operating 1273	UNIFORMS	-\$73.51
04/23/2024	1126	Casias Tire Shop #2	--	--	TRB FR Operating 1273	EQUIPMENT REPAIR / REPLACEMENT	-\$1,935.00
04/23/2024	Visa 1771	NFPA	--	membership renewal	TRB FR Visas 1755	MEMBERSHIP DUES	\$175.00
04/23/2024	1127	Home Depot	--	April invoice payment with early pay discount	TRB FR Operating 1273	Station 151	-\$333.30
04/24/2024	Visa 1771	Hawkins Towing	--	Invoice 18622	TRB FR Visas 1755	Vehicle Repairs	\$620.00
04/25/2024	billpay	Atascosa Rural Water Supply Corp.	--	--	TRB FR Operating 1273	Utilities 151	-\$80.54
04/26/2024	--	University Health System	--	--	TRB FR Operating 1273	MEDICAL SUPPLIES	\$25,000.00
04/29/2024	--	Bexar County ESD 5	--	3rd qtr stipend	TRB FR Operating 1273	ESDS STIPEND / ALLOTMENT	\$376,000.00
04/29/2024	billpay	Republic Services	--	--	TRB FR Operating 1273	Utilities 150	-\$142.34
04/29/2024	1128	ESG Solutions, Inc.	--	May 2024	TRB FR Operating 1273	COMMUNICATIONS / TECHNOLOGY	-\$9,471.00
04/29/2024	1129	Trust Governmental Finance	--	Loan #99430049570001	TRB FR Operating 1273	2019 Ferrara Pumper	-\$48,558.85
04/29/2024	billpay	AOT Security Inc	--	--	TRB FR Operating 1273	--	-\$328.21
04/29/2024	billpay	AT&T FretNet	--	--	TRB FR Operating 1273	COMMUNICATIONS / TECHNOLOGY	-\$481.44
04/29/2024	1130	Zoll Medical Corporation	--	--	TRB FR Operating 1273	--	-\$1,270.14
04/29/2024	billpay	Lytle State Bank	--	KME	TRB FR Operating 1273	2018 KME Engine	-\$4,967.90
04/29/2024	1131	Amazon	--	--	TRB FR Operating 1273	--	-\$198.78
04/29/2024	1116	VOID CK	--	--	TCB NON-Tax Revenue Acct 6492	void	\$0.00
04/30/2024	Visa 1771	Texas Fire Chiefs Association	--	V Cantu	TRB FR Visas 1755	TRAINING	\$1,260.00
05/01/2024	billpay	South Texas Hardware	--	--	TRB FR Operating 1273	--	-\$40.53
05/01/2024	billpay	San Antonio Water System	--	--	TRB FR Operating 1273	--	-\$701.07
05/01/2024	--	--	--	Visa payment	TRB FR Operating 1273	TRB FR Visas 1755	-\$2,517.42
05/01/2024	Visa 1771	Sams Club	--	rolling rack	TRB FR Visas 1755	MEDICAL SUPPLIES	\$188.88
05/02/2024	billpay	Tiger Sanitation	--	--	TRB FR Operating 1273	Utilities 151	-\$145.59
05/02/2024	billpay	Tiger Sanitation	--	--	TRB FR Operating 1273	Utilities 152	-\$151.05
05/03/2024	Visa 1771	Ram Mounts	--	mounts for Chief's vehicle	TRB FR Visas 1755	COMMUNICATIONS / TECHNOLOGY	\$265.53
05/06/2024	billpay	AT&T	--	ST151	TRB FR Operating 1273	Utilities 151	-\$58.07
05/06/2024	billpay	Easy Ice / Mission Restaurant Supply	--	--	TRB FR Operating 1273	Utilities 151	-\$135.57
05/06/2024	billpay	Fuelman	--	--	TRB FR Operating 1273	FUEL	-\$8,100.16
05/07/2024	1132	Big Tex Trailer World, Inc.	--	--	TRB FR Operating 1273	--	-\$14,750.00
05/07/2024	1133	Metro Fire Apparatus Specialists	--	INV 218181-1	TRB FR Operating 1273	BUNKER GEAR/PPE REPAIR & CLEAN	-\$310.00
05/07/2024	Visa 1771	Courtyard by Marriott	--	E Herevia 5/18-21/2024	TRB FR Visas 1755	Travel / Per Diem	\$228.85
05/08/2024	Visa 1771	Postmaster	--	certified mail	TRB FR Visas 1755	Office supplies 150	\$8.73
05/08/2024	Visa 1771	Sams Club	--	rolling rack	TRB FR Visas 1755	MEDICAL SUPPLIES	\$168.78
05/08/2024	--	Texas MedClinic	--	Account 5909	TRB FR Operating 1273	STRAC / BACKGROUND / DRUG TESTS	-\$625.00
05/09/2024	Visa 1771	Kyrish Truck Centers	--	--	TRB FR Visas 1755	EQUIPMENT REPAIR / REPLACEMENT	\$5.90
05/10/2024	--	Microsoft Office	--	refund for overcharge	TRB FR Visas 1755	COMMUNICATIONS / TECHNOLOGY	-\$108.24
05/10/2024	billpay	UBEO	--	printer lease	TRB FR Operating 1273	Office supplies 150	-\$179.00
05/13/2024	billpay	Spectrum Business / Time Warner	--	--	TRB FR Operating 1273	--	-\$492.61
05/13/2024	billpay	CPS energy	--	--	TRB FR Operating 1273	Utilities 151	-\$429.50
05/13/2024	billpay	CPS energy	--	--	TRB FR Operating 1273	Utilities 152	-\$508.50
05/13/2024	--	HEAT Safety Equipment LLC	--	--	TRB FR Operating 1273	BUNKER GEAR/PPE REPAIR & CLEAN	-\$380.00