

**MINUTES**  
**REGULAR MEETING**  
**BEXAR COUNTY EMERGENCY SERVICES DISTRICT NO. 5**  
**NOVEMBER 21, 2024**

**In accordance with the Texas Open Meetings Act, Chapter 551, Texas Government Code, the Board of Commissioners of Bexar County Emergency Services District No. 5 had a REGULAR MEETING at 7120 E. 6<sup>th</sup> Street, Somerset, TX 78069 on NOVEMBER 21, 2024 immediately following the meeting of the Board of Directors of Bexar County ESD5 Fire and Rescue scheduled for 6:00 pm.**

- 1) Call the Bexar County Emergency Services District 5 meeting to order and establish a quorum.**

*Meeting was called to order at 6:31 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 to the American Flag.**

*Pledge recited.*

- 3) Citizens to be heard: This item will be open for a maximum of 30 minutes with 3 minutes per speaker. (If there are more than 10 speakers, each will be given 2 minutes.)**

*There were no citizens to speak.*

- 4) Presentation by Erika Ensign from Leavitt Group regarding the employee health insurance renewal 1/1/2025.**

*Erika from Leavitt Group gave her presentation for the Cigna renewal as it is now but she also gave a quote for a self funded option through Roundstone.*

*No action was taken on this item.*

- 5) Report on the ESD Association meeting, with action taken, if necessary**

*Commissioner Dalros said the association has some concerns with Allegiance Ambulance Service. He said the Association attended a meeting that was held between Allegiance Ambulance Service, UHS, and Dispatch.*

*Commissioner Dalros said ESD10 was going through some restructuring and the Association gave them a loan of \$150k to be paid back by 1/17/2025. No action taken.*

- 6) Report from Art Martinez de Vara on legislative topics and local matters, with action taken, if necessary**

*Art spoke about the election results being favorable for the ones that have been helping with the*

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The Bexar County Emergency Services District No. 5 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 Bexar County Emergency Services District No. 5 at 830-429-7119.

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*ESD's concerns. He said the main focus is on the fixed boundary bill. Safe-D is also concentrating on that. No action.*

**7) Report from the General Manager, with action taken, if necessary**

*The GM was asked if there was enough money to cover the \$80k Chief needs for the ALS training and Sheila said it was available in the Frost Bank Reserve account.*

*She also said the printer lease is up for renewal and the rep said we could get a new machine for no more money but it would be another 5 year lease.*

*Motion by Commissioner Pierce to renew the printer lease for another 5 years and authorize Shiela Staggs to sign the contract. Seconded by Commissioner Flores. Motion carried.*

**8) Report from investment officer, Commissioner Pierce, with action taken, if needed.**

*Commissioner Pierce said investments continue but he is in constant contact with GM to make sure payroll is being covered. Tax revenues are beginning to increase.*

**9) Consent Agenda:**

**a) Review and approval of the minutes for the Regular Meeting on October 17, 2024**

*Motion by Commissioner Dalros to accept the minutes as presented. Seconded by Commissioner Schneider. Motion carried.*

**b) Review and approval of financials**

*Motion by Commissioner Dalros to accept the financials as presented. Seconded by Commissioner Pierce. Motion carried.*

**10) Reports, presentations, and funding requests with action taken as appropriate:**

*(Reports should include Financial reports (revenue and expenditures), Run Reports, Training Reports and Hours, Volunteer Hours)*

**a) Bexar County ESD 5 Fire and Rescue**

*Nothing further to report from Chief Estep.*

**b) Lytle Volunteer Fire Department including 2024-2025 budget**

*Vanessa Lopez was present for Lytle VFD. She reported 43 calls in District with an average response time of 10 minutes.*

*Commissioner Postert referenced their contract that says they need a minimum of 2 to respond and at any time they are unable to respond, they are to notify dispatch.*

*Commissioner Postert said he would like to see a plan in December as to how they will solve the problems. Commissioner Dalros said he would like to see the Chief and / or the Board president at the meetings. Commissioner Dalros said the contract says they*

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*should have an average response time of no more than 8 minutes. He feels the ESD is coming to the point where Fire Rescue can respond faster from Station 153. Vanessa will relay this information to her board.*

**11) Action items:**

**Re: Future fire station on Montgomery Road:**

- a) Construction progress report from AGCM, with action taken as necessary, for continued progress on the project**

*Mark Price of AGCM was present for the report. He says the contractor, owners rep, architect, and Chief continue to meet once every 2 weeks. He says they are doing the interior painting and fixtures. The roll up doors have been installed and the building is now secured. He says concrete pads are being poured and retention pond is done. Fencing and landscaping will be done after Thanksgiving. He says CPS is in the design phase but they are still on track to be completed by the end of the year. No action taken.*

**Re: Future fire station at IH35 and Luckey Road**

- b) Discussion and possible action regarding update of the contract with the architect/Beaty Palmer, contract with project manager/AGCM, maintenance of the property, requests for qualifications, and request for proposals, construction methods and any other matters related thereto**

*This item was taken in Executive Session.*

**Re: Future fire station at 9310 Mechler Lane:**

- c) Discussion and action taken as necessary regarding environmental surveys, appraisals, maintenance, and any other related matters**

*There was a brief discussion about fencing. No action was taken.*

**Other items:**

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- d) Discussion and action to approve the 2024 initial tax roll as provided by the county per letter dated October 24, 2024**  
*Motion by Commissioner Schneider to approve the 2024 initial tax roll as provided. Seconded by Commissioner Pierce. Motion carried.*
- e) Discussion and action regarding the renewal of the employee health insurance effective 1/1/2025**  
*No action taken.*
- f) Discussion and possible action regarding an increase to the Fire Rescue service agreement for department wide ALS training for an approximate amount of \$80,000**  
*Motion by Commissioner Pierce to approve the ALS training and to take the approximately \$80,000 from the reserve account at Frost Bank to pay for it. Seconded by Commissioner Schneider. Motion carried.*
- g) Discussion and possible action regarding agreement with new ambulance service Allegiance including placement of apparatus**  
*No action taken.*
- h) Personnel issues: Including but not limited to hiring, terminations, discipline, suspensions, compensation, employee evaluations, possible action regarding the Fire Chief, and any other related matters**  
*This item was taken in Executive Session*
- i) Reminder of no regular meetings in December**  
*Reminder only, no action taken.*
- j) Reminder of the Firefighter Award Banquet on December 7<sup>th</sup> at 6:00 pm**  
*Reminder only, no action taken.*

*Meeting was called into Executive Session at 7:51 pm for items 11b and 11h citing Texas Government Code 551.071 and 551.074.  
Meeting resumed in Open Session at 8:23 pm.*

*Item 11b – Motion by Commissioner Dalros to approve the contract with AGCM subject to the changes as discussed in Executive Session. Seconded by Commissioner Pierce. Motion carried.*

*Item 11h – Motion by Commissioner Flores to have the Vice President proceed as directed in closed session. Seconded by Commissioner Pierce. Motion carried.*

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**12) Adjourn**

*Motion by Commissioner Pierce to adjourn the meeting. Seconded by Commissioner Dalros. Motion carried. Meeting adjourned at 8:25 pm.*

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