

**MINUTES**  
**REGULAR MEETING**  
**BEXAR COUNTY EMERGENCY SERVICES DISTRICT NO. 5**  
**FEBRUARY 20, 2025**

**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 FEBRUARY 20, 2025 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 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) Report on the ESD Association meeting, with action taken, if necessary**

*Commissioner Dalros reported that he and Chief Estep made a trip to Austin and met with 12 representatives. He said there were several ESDs there and Safe-D was pleased with the participation.*

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

*Art Martinez was not present.*

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

*GM would like to move the District's Reserve account from Frost Bank to Texas Regional Bank. Frost Bank is no longer wanting to do public funds accounts and our relationship with Texas Regional Bank has been very good.*

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

*Commissioner Pierce reported over \$33k in interest earned this fiscal year. There was another \$350k moved to the investment account this month making \$2.23M invested.*

The Bexar County Emergency Services District No. 5 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 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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*Motion by Commissioner Pierce to close the Frost Bank account and move the Reserve funds to Texas Regional Bank. Seconded by Commissioner Schneider. Motion carried.*

**8) Consent Agenda:**

**a) Review and approval of the minutes for the Regular Meeting on January 16, 2025**

*Motion by Commissioner Schneider to approve the minutes as presented. Seconded by Commissioner Pierce. Motion carried.*

**b) Review and approval of financials**

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

**9) 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**

*No further report from Chief Estep.*

**b) Lytle Volunteer Fire Department**

*Roger Garcia and Vanessa Lopez were present for the report. Chief Garcia reported the crew had 36 hours of training. He said the Ford Explorer is in the shop and the Engine is going back to the shop. Commissioner Dalros asked where the response times were on their report. Vanessa said that does not show up on the report but that she will type that in from now on.*

*This item was taken in Executive Session*

*Meeting called into Executive Session at 6:31 pm citing Texas Government Code 551.071 Consultation with Attorney.*

*Meeting resumed in Open Session at 6:48 pm.*

**10) Action items:**

**Re: Station 153 (Montgomery Road):**

**a) Construction progress report from AGCM, with action taken as necessary, for**

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**completion of the project**

*Mark Price of AGCM was present to give an update. He said Commissioner Dalros, Chief Estep, and himself have been pushing CPS for the permanent meter. He said they were told next Wednesday. He reported the fencing going up and the propane tanks being installed. He said only cosmetic items are left in the interior. He is hoping for the walk through after the CPS meter is installed and move in mid-March. Commissioner Dalros wanted to remind the board that there will be a deficit once all the final bills come in. The project was \$4M but Government Capital took \$60k for a loan fee and all the bills for the architect, AGCM, and engineers have been paid out of the loan proceeds as well. He estimates a deficit of about \$380k. No action taken.*

**b) Discussion and possible action regarding fencing and other possible security measures**

*Commissioner Postert talked about the thefts at the property. Commissioner Dalros said while a fence was included in the contract, they went with a 6 foot chain link fence with razor wire on top and a wrought iron fencing in the front. Chief Estep does not anticipate problems once the station is occupied but if there is any problem, he can just buy security cameras that will alert the Battalion Chief's phone. Motion by Commissioner Dalros to appropriate \$55k for the fencing. Seconded by Commissioner Pierce. Motion carried.*

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

**c) Discussion and possible action regarding update of the contract with the architect/Beaty Palmer, maintenance of the property, and request for proposals, construction methods and any other matters related thereto**

*Commissioner Dalros says they are working with the Architect but also waiting on the financial report from Josh Brown before they can really finalize anything.*

*No action taken.*

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

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

*Chief said the sign fell down but has been reinstalled. No action taken.*

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**Other items:**

- e) Discussion and possible action regarding any items addressed at the Safe-D Conference**  
*Commissioner Postert asked if there was anything on the website about requesting open records. GM said there is a form but not sure that it is on the website. She will work on this.*
- f) Personnel issues: Including but not limited to hiring, terminations, discipline, suspensions, compensation, employee evaluations, and any other related matters**  
*No action on this item.*
- g) Discussion and possible action to create a personnel policy to be added to the personnel manual regarding administrative employees working on paid holidays and to make the policy retroactive back to the beginning on 2025**  
*Commissioner Flores had a policy prepared. Legal Counsel would like to have Mark Sanchez look at it first before it is adopted. No action taken.*
- h) Propose quarterly stipend requests for the board members**  
*There was a brief discussion about having all the board use the same form. The one created by Commissioner Flores is quarterly and automatically totals everything. No action taken.*
- i) Discussion and possible action regarding the long term financial plan for BCESD5 being provided by Texas ESD Consulting, LLC**  
*Commissioner Postert said he spoke with Josh Brown and he may have a report done in March. No action taken.*

**11) Adjourn**

*Motion to adjourn by Commissioner Schneider. Seconded by Commissioner Dalros. Motion carried. Meeting adjourned at 7:09 pm.*

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