

**Bexar County
Emergency Services District No. 2
Notice of Special Meeting
January 14, 2012
9:00 A.M.**

Bexar County Emergency Services District No. 2 will conduct a special meeting at the District Office located on 7045 Old Talley Road, San Antonio, Texas 78253, to discuss the following;

- 1. Call the Bexar County Emergency Services District No. 2 Meeting to Order and establish a quorum.**
 - a. The Pledge of Allegiance.**
 - b. Recognition of Special Guests.**
- 2. Introduction of and the administration of the oath of office to the new Board member.**
- 3. Election of Officers.**
- 4. Citizen Public Forum. (Individuals will have 3 minutes to address the Board.)**
- 5. Authorization to sign new bank signature cards.**
- 6. Workshop.**
 - a. Auditing services for the District.**
 - b. Bank accounts. (Money Market and Certificates of Deposit.)**
 - c. Web page.**
 - d. Discussion with GVVFD members concerning budget.**
 - e. Real estate/Fire Station/Central Station development.**
 - f. Organizational structure for Administration.**
 - 1. Administrator responsibilities.**
 - 2. Improving office technology.**
 - g. Discussion on FY 2011-2012 Budget for the District.**
 - h. By-laws.**

- i. SAFE-D membership
 - j. Adjourn.
7. Action on the following items;
- a. Select an Auditor for the District.
 - b. Open a bank account and/or certificates of deposit at Schertz Bank & Trust.
 - 1. Transfer funds from the Money Market accounts into a bank account at Schertz Bank & Trust (\$ 350,000.00) and open a \$ 100,000.00 Certificate of Deposit for 90 days.
 - 2. Transfer remaining funds from the Money Market accounts into the Frost Bank operating account.
 - c. Authorize a web page for ESD No. 2.
 - d. Approve the GVVFD budget for FY 2011-2012.
 - e. Approve a feasibility study on the Central Station and/or the 211 proposed property site.
 - f. Approve the additional responsibilities and duties for the Administrator as discussed in the workshop.
 - g. Authorization to open a wireless account with Verizon and approve cell phones and/or Ipads as necessary.
 - h. Approve office/computer equipment purchases.
 - i. Approve the FY 2011-2012 Budget as presented.
 - j. Approve SAFE-D membership.
 - k. Approve all ESD No. 2 mail be delivered to the P. O. Box effective immediately.
 - l. Action on by-laws.
8. Adjourn.

The above notice was posted at the Bexar County Courthouse and the District 2 Office before 9:00 A.M., Wednesday, January 11, 2012.

Note: The Board of Emergency Services Commissioners reserves the right to enter into Closed Meeting under Chapter 551, Texas Government Code, on any item posted on its agenda, as appropriate.