

**Bexar County
Emergency Services District No. 2
Meeting Minutes
September 16, 2010
7:00 P.M.**

Bexar County Emergency Services District No. 2 conducted a meeting at the Alamo Ranch Clubhouse, 4100 Alamo Parkway, San Antonio, Texas 78253, Thursday, September 16, 2010 at 7:00 P.M. and discussed the following;

1. Commissioner Panter called the Bexar County Emergency Services District No. 2 Meeting to Order at 7:04 P.M. and established a quorum with all members present.
 - A. The Pledge of Allegiance was recited.
2. Election of Officers. Commissioner Partee made the following nominations for officers; Commissioner Panter for President, Commissioner Brown for Vice-President, Commissioner Partee for Secretary/Treasurer; Commissioner Logan for Assistant Treasurer. With no seconds required for nominations, the Board voted 5/0 in favor of the slate of officers nominated.
3. Citizen's Public Forum. (3 minute time limit per individual) Mr. Armstrong, as newly elected President of the Fire Department, had a few words to the Board and stated that he looked forward to working together with the District as we all moved forward.
4. Approval of the Minutes from the August 23, 2010 and August 27, 2010 meeting. Commissioner Partee requested that the word "purchase" be replaced with the word "pursuit" on item no. 6. Commissioner Partee then made a motion to accept the meeting minutes as amended. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote in favor of.
5. Discussion and appropriate action on the Geronimo Village Volunteer Fire Department Monthly Reports to the District. The Board asked questions of the Department on items a-c. Commissioner Partee made a motion to accept items a. through c. as presented. Commissioner Ninan seconded the motion. Motion carried by a 5/0 vote in favor of.
 - a. Monthly Activity Report.
 - b. Monthly Budget Report.
 - c. Presentation of the GVVFD Funding Request to the District based on their Monthly Budget Report.
 - d. Reconciliation report on payroll accounts. Commissioner Partee had several questions and concerns about the payroll accounts.

After having his concerns answered, Commissioner Partee made a motion to accept the reconciliation report as presented. Commissioner Ninan seconded the motion. Motion carried by a 5/0 vote in favor of.

- e. Review, discussion and appropriate action on approving a funding and payment request from GVVFD. Commissioner Partee made a motion to approve the funding and payment request from GVVFD for the amount of \$30,649.40. Commissioner Logan seconded the motion. Motion carried by a 5/0 vote in favor of.

At this time, the Board took a short recess so that the Administrator could process a check for GVVFD.

- 6. Convened as Board Members of District 2 Fire & Rescue at 7:25 P.M.

Reconvened as Board Members of ESD No. 2 at 9:04 P.M.

- 7. Discussion, review, updates and/or appropriate action on the following; For items a., 1 through 6, Commissioner Partee made a motion to table the following items. Commissioner Ninan seconded the motion. Motion carried by a 5/0 vote in favor of.

- a. Table the following items which had been deferred over the course of the past year;
 - 1. Development and distribution of a newsletter for the District.
 - 2. Establishing of policies on the following;
 - a. What the Response Districts are.
 - b. Restrictions on leaving or being absent from your "first in" response area.
 - c. Leaving the ESD No. 2 District.
 - d. Clarification on what units are assigned to what fire station/response district.
 - 3. Continued violations by fire units.
 - 4. Utilization of First Responder vehicles.
 - 5. Communication item to let the Community know what the ESD is doing.
 - 6. Damage and/or vandalism of ESD property.
- b. Authorization to sign new bank signature cards. The Board requested that the Administrator take care of this item.

8. FINANCIAL REPORT.

- a. **Review of the Financial Report.** Commissioner Partee reviewed the Financial Reports with the Board.
 - b. **Action to pay the outstanding bills due for the month.** Commissioner Partee made a motion to pay the outstanding bills due for the month. Commissioner Logan seconded the motion. Motion carried by a 5/0 vote in favor of.
 - c. **Amending of the FY 2009-2010 Budget to ensure that all line items are within the budgeted amount.** Commissioner Partee made a motion to amend the budget as presented. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote in favor of.
 - d. **Update on the funds to be invested in money market accounts and/or Certificate of Deposits.** Commissioner Partee updated the Board on all of the banks that he had visited. This item is still being worked on.
- 9. Determine the agenda, date and time for the next Board Meeting.** The next meeting is tentatively scheduled for October 21st and is to be held at the Fire Station on Spurs Ranch Road.
- 10. Adjourn.** Commissioner Brown made a motion to adjourn. Commissioner Partee seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting adjourned at 9:22 P.M.

ATTEST:

Mr. Frank Partee
Secretary/Treasurer

Ms. Gloria Salinas
Administrator