



**Bexar County Emergency Services District 7  
Meeting Minutes  
Wednesday, July 9, 2025**



Bexar County Emergency Services District 7 conducted their monthly meeting at the District 7 Fire & Rescue Station # 116, located at 18805 Bandera Road; Helotes, TX; 78023. The following was discussed:

1. **Vice President Gary Schott** called the meeting to order at 9:02 am.
2. A quorum was established with Rick Johnson, Gary Schott, Lonnie Stockton and Cindy Colston present. William Davidson was absent.
3. There were no citizens to be heard.
4. **Rick Johnson made the motion, seconded by Lonnie Stockton, to approve the minutes from the June 11, 2025, meeting. Motion carried 4/0.**
5. New Business (Updates/discussions provided/led by Chief Clarkson):
  - 5.1 Discussion on the following. (Updates /discussions provided/led by Chief Clarkson)
    - A. Station updates –
      - i. Station 115. **No action taken.**
      - ii Station 116. **No action taken.**
      - lii Station 117 – **No action taken.**
      - iv Station 118 –**Lonnie Stockton made the motion, seconded by Cindy Colston to authorized Chief Kevin Clarkson to enter in agreement to purchase the land for future fire station with a \$5,000.00 Ernest money from Budget Item 6032 / Capital Improvements. Motion carried 4/0.**
    - William Davidson joined the meeting at 9:25 am.**
    - B. Department Status –

BCESD7, in support of the efforts from July 4, 2025, provided personnel in support of the following areas: 3 members with Texas Task Force 1 Water Response / USAR, 2 members with TX Emergency Medical Task Force, 4 members providing temporary back-fill to neighboring departments for relief and rest of their personnel. On July 4, 2025, in the AM hours, we had a total of 9 personnel deployed to assist in rescue efforts, the above remains through today's minutes.

In addition, BCESD7 will be a collection station for Kerrville Flood Damage donations. See WEB site for details.
    - C. Training – **No action taken.**
    - D. Personnel – **No action taken.**
    - E. Radios and Communications – **No action taken.**
    - F. Tools and Equipment – **No action taken.**
    - G. Uniforms – **No action taken.**
    - H. Apparatus
      - i. Discussion and appropriate action on Ladder 115. **William Davidson excused himself from the meeting and left the area until all discussion and action for Ladder 115 was finished. Cindy Colston made the motion, seconded by Rick Johnson to approve the purchase of a new Ladder Truck for the price of \$2,215,865 from Siddons-Martin. Delivery date is approximately sometime in 2029. Motion carried 4/0.**

- I. Deployment Data/Budget updates – **No action taken. William Davidson returned to the Board meeting.**
- J. Bexar County ESD Association Updates/Discussion – **No action taken.**
- K. Other
  - i Discussion and appropriate action on FEMA SAFER Grant application. – EMW-2024-FF-01346. **Lonnie Stockton made the motion, seconded by Rick Johnson to apply for the above grant. Motion carried 5/0.**
  - ii Discussion and appropriate action on TexPool Investments. **Gary Schott made the motion, seconded by Rick Johnson to create TexPool account. Motion carried 5/0.**
  - iii Discussion and appropriate action on Policy 212, Investments Policy. **Gary Schott made the motion, seconded by Lonnie Stockton to adopt the proposed changes to the Investment Policy 212. Motion carried 5/0. (See Attachment)**

**6. Financial Report**

- A. Review and approval of budget year to date. **Rick Johnson made the motion, seconded by Lonnie Stockton to approve the budget year to date. Motion carried 5/0.**
- B. Approval of financial register. **Gary Schott made the motion, seconded by Cindy Colston to approve the financial register. Motion carried 5/0.**
- C. Approval of payments due for the previous and current month. **Cindy Colston made the motion, seconded by Lonnie Stockton to approve the payments for the previous and current month. Motion carried 5/0.**

**7. The next regular meeting will be held August 13, 2025, at 9:05 am, at the ESD7 Station # 116.**

**8. Rick Johnson made the motion, seconded by Cindy Colston, to adjourn, at 10:19 am. Motion carried 5/0.**

## Investment Policy

### 212.1 PURPOSE AND SCOPE

#### Agency Content

It is the District's policy to (a) preserve principal, (b) to maximize interest and (c) do so in a manner that complies with provisions of Texas law relating to the investment and security of funds of Districts. (See also Texas Govt. Code Chapter 2256, Public Funds Investment, Subchapter A, Authorized Investments For Governmental Entities; and Sections 775.072, 775.073, etc. for conflict). In case of conflict with Section 775.072 and 775.073, Texas Health & Safety Code, this latter statutory provision shall control. To achieve these stated goals, the District establishes primary investment objectives, in order of priority, which are the preservation and safety of the principal, liquidity, investment diversification, reasonable yield, appropriate maturity dates that support orderly fund availability for budget/contract expenditures and the enhanced quality and capability of investment management.

### 212.2 GENERAL POLICY ON INVESTMENTS

#### Agency Content

- (a) The preservation of the District's principal shall be the primary concern of the District. Consistent with preservation of principal, District funds shall be invested to yield the highest possible rate of return, taking into consideration the strength of the financial institution and complying with any Internal Revenue Code laws or regulations and procedures set forth in any bond resolutions or orders, adopted from time to time by the Board that may impose yield restrictions.
- (b) Authorized investments include those, which are outlined in Texas Gov't Code §§2256.009 - 2256.016.
- (c) The maximum allowable stated maturity of any individual investment owned by the entity shall be adopted by Board resolution as a part of the Annual Budget process.
- (d) Settlement of all transactions, except investment pool funds and mutual funds, shall be on a delivery basis (not payment basis).

### 212.3 INVESTMENT OFFICER AND COMMITTEE

#### Agency Content

- (a) The District designates the Fire Chief as the Investment Officer.
- (b) District funds shall be invested and reinvested by the Investment Officer in accordance with the Texas Public Funds Investment Act pursuant to Board approval, and as part of the Annual Budget process commencing in August of each calendar year..
- (c) It shall be the responsibility of the District's Investment Officer to invest and reinvest the District funds in accordance with this Policy and Board approval to meet the needs and requirements of the District.
- (d) The Investment Officer shall attend at least one training session from an independent source approved by the District containing at least ten (10) hours of instruction relating

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to the Investment Officers responsibilities under this subchapter and such training shall be conducted within twelve (12) months after the Investment Officer takes office and/or assumes duties. The Investment Officer shall attend an investment training session not less than once in a two-year period and receive not less than ten (10) hours of instruction relating to investment responsibilities.

- (e) There is hereby established an Investment Committee composed of the District's Treasurer and Investment Officer,. The Investment Committee shall meet annually to monitor and review the investments, depositories, insurance and collateral of the District. The Treasurer shall be chairperson of the committee. As part of the Annual Budget process each year, the Investment Committee shall submit a written report detailing the District's investment transactions for the preceding year. The report shall describe the investment position of the District at the end of December and June. The report shall be signed by the members of the Investment Committee, and be submitted with copies of documentary proof as a report to the Board.
- (f) The Board shall review its investment policy and investment strategies in conjunction with the Investment Committee's report. The Board shall certify its review of the District's investment policy and investment strategies and the Investment Committee's report in an instrument to be included with the meeting minutes. The instrument shall state:
  - 1. Annual Certification of Compliance
  - 2. The Board has reviewed the investment policy and investment strategies.
  - 3. Changes made to the investment policy include: {describe changes here}.
  - 4. Changes made to the investment strategies include: {describe changes here}.
- (g) The Treasurer, and Investment Officer, shall prepare, sign, and submit to the Board, on a quarterly basis, a written report of investment transactions for all funds covered by this Policy for the preceding reporting period.
  - 1. The report must:
    - (a) describe in detail the investment position of the District on the date of the report;
    - (b) contain a summary statement, prepared in compliance with generally accepted accounting principles, of each pooled fund group that states the:
      - 1. beginning market value for the reporting period;
      - 2. additions and changes to the market value during the period
      - 3. ending market value for the period; and
      - 4. fully accrued interest for the reporting period;
    - (c) state the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
    - (d) state the maturity date of each separately invested asset that has a maturity date;

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- (e) state the account or fund or pooled group fund in the District for which each individual investment was acquired; and
- (f) Certify that the District is complying with its Investment Policy and the Public Funds Investment Act.
- (h) The Board shall make the Investment Committee's report, its Certification of Annual Review, and each quarterly report of the Investment Officer available to the District's independent auditor for purposes of the District's annual audit.

#### 212.4 INVESTMENT STRATEGY

##### Agency Content

- (a) Pursuant to the written recommendation of the Investment Committee, the District shall adopt by resolution of the Board a written investment strategy for each of the funds or group of funds under its control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:
  - 1. preservation and safety of principal;
  - 2. understanding of the suitability of the investment when compared to the financial demands of the entity;
  - 3. liquidity;
  - 4. marketability of the investment if the need arises to liquidate the investment before maturity;
  - 5. diversification of the investment portfolio; and yield.
- (b) By vote of the majority of the Board, the District shall adopt a written policy or instrument stating that it has reviewed the Investment Policy and investment strategies, the Budget proposed for the ensuing calendar year, and that the written instrument so adopted reflects any changes made to either the Investment Policy or investment strategies that are necessary, prudent, support the Annual Budget demands and, nevertheless, are consistent with security and preservation of funds.
- (c) Any pooling of funds, and controls thereon, specifically authorized by state law, as may be enacted from time-to-time, shall be considered by the Board as a suitable investment mechanism provided the Board's objectives and budget process are served thereby.

#### 212.5 SECURITY OF DISTRICT FUNDS

##### Agency Content

- (a) It shall be the Policy of the District that all funds shall be insured by the FDIC, FSLIC and/or by requisite and prudent collateral pledged to the extent of the fair market value of the amount not insured by a federal agency named.
- (b) The District officials recognize that FDIC and FSLIC insurance is only available up to a statutory maximum of \$250,000 as of this policy adoption (including accrued interest



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on the account or deposit for establishing such insurance limit) and that the amount of funds at any one Texas financial institution (including branch banks located within the same country) will be cumulated to determine the maximum amount of insurance coverage.

(c) **AUTHORITY:**

1. Art. ID, Section 48-e of the Texas Constitution,
2. Texas Health and Safety Code, Chapter 775
3. See Section 775.043 [Exemption from Investment Training] See Section 775.072 {Depositories}
4. Texas Govt. Code Chapter 2256, Public Funds Investment, Subchapter A