

BEXAR COUNTY EMERGENCY SERVICES DISTRICT NO. 7

Meeting Minutes

Wednesday November 11, 2020

- 1 President Bill Davidson called the WEB (Zoom) meeting to order at 9:05 am.
2. A quorum was established with all board members present.
3. Citizens to be heard. **None.**
4. Approval of minutes from the October 14, 2020 meeting. **Gary Schott made the motion, seconded by Lonnie Stockton to approve the October 14, 2020 meeting minutes. Motion carried 4/0.**
5. New Business
 - 5.1 Discussion and appropriate action on the following:
 - A. Station 115 & 116 updates: **Discussed bid for Phase II closing on December 4, 2020. Projected bid for Phase II opening via WEB on December 8, 2020 at 9:00 am.**
 - B. Training. **No action taken.**
 - C. Radios and Communications: **No action taken.**
 - D. Tools and Equipment:
 1. Discussion and appropriate action on bunker gear purchase. **Lonnie Stockton made the motion, seconded by Gary Schott to approve \$88,452.00 from line item 6348 for the purchase of PPE gear. Motion carried 4/0**
 2. Discussion and appropriate action on purchase of flatbed for 2011 Dodge chassis. **Rick Johnson made the motion, seconded by Lonnie Stockton to approve \$7,850.00 from line item 6348 for the purchase of flatbed for 2011 Dodge chassis. Motion carried 4/0**
 - E. Uniforms: **No action taken.**
 - F. Apparatus: **No action taken.**
6. Financial Report
 - A. Approval of payments due for the month. **Gary Schott made the motion, seconded by Cindy Colston to approve the payments due for the month. Motion carried 4/0.**
 - B. Discussion and review of Budget year to date. **No action taken.**
 - C. Discussion and appropriate action on Budget Amendment for FY20 and FY21. **Lonnie Stockton made the motion, seconded by Cindy Colston to approve the FY20 Budget Amendment Number 3 and FY21 Budget Amendment Number 1 as presented. (See Attachment 1 & 2) Motion carried 4/0.**
 - D. Discussion and appropriate action on Letter of Engagement for Armstrong Vaughn & Associates. **Lonnie Stockton made the motion, seconded by Cindy Colston to approve the auditor firm of Armstrong Vaughn & Associates. Motion carried 4/0**
7. The next meeting will be held **December 9, 2020** at 9:05 am over the WEB.
8. **Cindy Colston made the motion, seconded by Rick Johnson to adjourn. Motion carried 4/0.**
Meeting adjourned at 10:07 am.

Attachment 1:

**Bexar County Emergency Services District No. 7
FY 20 Budget Amendment Number 3
November 11, 2020**

	Original Budget	Amendment # 2	Final Budget
<i>Revenue Adjustment:</i>			
4005:Sales Tax	2,381,000	112,260.00	2,493,260.00
4010: Tax Revenue	3,540,000	(55,684.00)	3,484,316.00
4015: Delinquent Taxes	28,000	510.00	28,510.00
4030: EMS Revenue	325,000	76,195.00	401,195.00
4035: SAFER Grant	400,000.00	(96,664.00)	303,336.00
4045: Texas Governors Office CISM	158,000.00	(26,272.00)	131,728.00
4075: Station 115 Funding	-	-	-
4055: Texas Governors Office Resiliency	80,000.00	(5,471.00)	74,529.00
<i>Total Revenue Adjustment:</i>	<u>6,912,000.00</u>	<u>4,874.00</u>	<u>6,916,874.00</u>

<i>Expense Adjustment:</i>			
6011* Station 116 Note	230,000.00	(31,200.00)	198,800.00
6125* Payroll Tax Liabilities	235,000.00	8,500.00	243,500.00
6183.01* Medical Insurance	375,000.00	(12,000.00)	363,000.00
6183.03 Workers Comp	80,500.00	(14,000.00)	66,500.00
6183.04 Retirement	265,000.00	21,000.00	286,000.00
6317* Medical Supplies	80,000.00	(5,000.00)	75,000.00
6910: Reserve Fund	3,020,000.00	(39,200.00)	2,980,800.00
6310.5* Annual Physicals	25,000.00	(25,000.00)	-
6321* Resiliency	158,000.00	(137,200.00)	20,800.00
6322* CISM	80,000.00	(39,000.00)	41,000.00
6315* Payroll	2,967,100.00	304,574.00	3,271,674.00
6351*Fuel	50,000.00	(5,000.00)	45,000.00
6355.5 * Truck	250,000.00	(3,000.00)	247,000.00
6355* Vehicle Lease	195,000.00	(8,600.00)	186,400.00
6348* Misc. Equipment	90,000.00	(10,000.00)	80,000.00
<i>Total Expense Adjustment:</i>	<u>8,100,600.00</u>	<u>4,874.00</u>	<u>8,105,474.00</u>

Net Income - Budget Adjustment

-

Attachment 2:

**Bexar County Emergency Services District No. 7
FY 21 Budget Amendment Number 1
November 11, 2020**

	Original Budget	Amendment # 2	Final Budget
<u>Revenue Adjustment:</u>			
4005: Sales Tax	0	-	-
4010: Tax Revenue	0	-	-
4015: Delinquent Taxes	0	-	-
4025: Carry Over Balance	2,780,000	6,619,580.00	9,399,580.00
4035: SAFER Grant	-	-	-
4045: Texas Governors Office CISM	-	-	-
4075: Station 115 Funding	-	-	-
4055: Texas Governors Office Resiliency	-	-	-
<i>Total Revenue Adjustment:</i>	<u>2,780,000.00</u>	<u>6,619,580.00</u>	<u>9,399,580.00</u>

<u>Expense Adjustment:</u>			
6058: Facility Maintenance	-	-	-
6230: Legal	-	-	-
6240: Consulting Fees	-	-	-
6316: Uniforms	-	-	-
6353: General Repair	-	-	-
6031: Electric and Gas	-	-	-
6910: Reserve Fund	-	-	-
6032: Capitol Improvements	-	6,619,580.00	6,619,580.00
<i>Total Expense Adjustment:</i>	<u>-</u>	<u>6,619,580.00</u>	<u>6,619,580.00</u>

Net Income - Budget Adjustment

-