

**Bexar County
Emergency Services District No. 12
Meeting Notice
January 15, 2025
6:00 P.M.**

The Board may go into Closed Session on any agenda item, if permitted under Chapter 551 of the Texas Government Code. In such event, the Board President will announce the applicable Government Code Section prior to the Board going into Closed Session.

The Bexar County Emergency Services District No. 12 will conduct a meeting at the Bexar County ESD 12 Fire Department Station 191 located at 14229 FM 1346, St. Hedwig, Texas 78152 the following was discussed;

1. Call the Bexar County Emergency Services District No. 12 Meeting to Order.

Called to order at 6:00 PM

2. Establish Quorum.

Five Commissioners present.

- President Todd Strzelczyk
- Vice President Joe Ochoa
- Secretary Bradley Chambers
- Treasurer Alex Pena
- Assistant Treasurer John Latka

3. Approval of Meeting Minutes from December 11, 2024.

Commissioner Joe Ochoa made a motion to approve the minutes as presented. Commissioner Bradley Chambers seconded the motion. Approved 5-0.

4. Citizens Public Forum. (3 minutes time limit per individual)

None

5. Financial Report.

a. Discussion and review of the Financial Report and tax revenue collected to date.

Review and discussion of Profit and Loss Budget vs Actual

Discussion regarding credit card usage and adding statement into each Commissioners Packet.

b. Discussion and action on approving payment of all District bills for the month including payroll.

Review of bills.

Commissioner Alex Pena made a motion to approve all District Bills for the month and payroll. Commissioner John Latka seconded the motion. Approved 5-0.

c. Discussion and action on approving payments from loan account.

None.

6. Report on items of interest to the Board by the Fire Chief. (There may be discussion on the following items.)

A. Run reports on calls for District and other items of interest.

Fire Chief L. Padalecki provided a run report and answered questions regarding fire apparatus.

2024 Total Calls – 1717

B. Update on MOU with Bexar County ESD No. 10.

No longer providing services to Bexar County ESD #10.

7. Discussion with Bexar County Fire Marshal's Office or the Emergency Management Coordinator on the growth in the area and other items of interest to the district within the boundaries of ESD No. 12 and the surrounding area and any upcoming training opportunities.

No representative present.

8. Discussion and review and possible action on money collected and review of all Williams including but not limited to the amount of money that was collected and in which bank account that money was deposited and the date of deposited. (Commissioner Alex Pena)
- Commissioner Todd Strzelczyk announced the meeting was to go into Closed Session under Texas Government Code 551.071 at 6:39 PM. Commissioner Todd Strzelczyk announced the board was resuming an open meeting at 7:00 PM.
9. Discussion on ESD holiday event for board members and staff of ESD. (ESD Ops. Manager)
- ESD Operations Manager L. Padalecki Jr., discussed the details of the Holiday Event and advised that it starts at 6:30 PM on Friday, January 17, 2025.
10. Discussion on attending the SAFE-D conference in February 2025 in Round Rock Texas. (ESD Ops. Manager)
- ESD Operations Manager L. Padalecki Jr., discussed details regarding the conference and scheduling.
11. Discussion and possible action on update from hiring committee for the assistant administrator. (Commissioner Todd Strzelczyk)
- Discussion regarding number of applicants and background checks. Seven total applicants. Hiring Committee to meet on January 30, 2025 at 8:30 AM.
12. Discussion, update, and possible action on design, cost, permits and any actions regarding the FM 1518 property station and administration offices.
- Commissioner Todd Strzelczyk announced the meeting was to go into Closed Session under Texas Government Code 551.071 at 6:39 PM. Commissioner Todd Strzelczyk announced the board was resuming an open meeting at 7:27 PM.
13. Discussion and possible action on signing engagement letter with Armstrong, Vaughan & Associates for 2023 – 2024 Audit. (ESD Ops. Manager)
- Commissioner John Latka made a motion to move forward with Armstrong, Vaughan and Associates for the 2023-2024 Audit. Commissioner Joe Ochoa seconded the motion.
- Approved 5-0.

14. Discussion, update, and possible action Association of Emergency Services Districts of Bexar County.

ESD Operations Manager L. Padalecki Jr. gave an update and advised that the legislative committee has been working hard with SAFE-D and other County ESDs. Bexar County ESD #10 has repaid their note to the Association.

15. Discussion and possible action on letter from Bexar County Auditor. (ESD Ops. Manager)

ESD Operations Manager L. Padalecki Jr., discussed the content of the letter from the Bexar County Auditor and concerns related to some of the items.

16. Discussion and possible action related to employees' benefits and matters thereof. (ESD Ops. Manager)

Commissioner Todd Strzelczyk announced the meeting was to go into Closed Session under Texas Government Code 551.071 at 6:39 PM. Commissioner Todd Strzelczyk announced the board was resuming an open meeting at 7:27 PM.

Commissioner Bradley Chambers made a motion to move making a retention payment as discussed in closed session. Commissioner Joe Ochoa seconded the motion. Approved 5-0.

17. Determine date, time, and possible agenda items for the next regular meeting. The next regular meeting is tentatively scheduled for February 12, 2025.

February 12, 20205 at 6:00 PM

15. Adjourn.

Commissioner John Latka made a motion to adjourn at 7:29 PM. Commissioner Bradley Chambers seconded the motion. Approved 5-0.

ATTEST:

Mr. Todd Strzelczyk
President
Bexar County ESD No. 12


Mr. Bradley Chambers
Secretary
Bexar County ESD No. 12