

**Bexar County  
Emergency Services District No. 12  
Meeting Notice  
August 20, 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 will be discussed;

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

The meeting was called to order at 6:08 PM.

2. **Establish Quorum.**

Three commissioners were present:

- President Joe Ochoa
- Treasurer Drew Lubianski
- Secretary / Assistant Treasurer Bradley Chambers

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

There were no citizens to be heard.

4. **Approval of Meeting Minutes from July 21, 2025.**

Commissioner Bradley Chambers made the motion to approve the meeting minutes from July 21, 2025, as presented. Commissioner Drew Lubianski seconded the motion. Drew seconded. Approved 3-0.

**5. Financial Report.**

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

Assistant Fire Chief Lawrence Padalecki Jr. provided the board with the financial and revenue collected for the month.

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

Assistant Fire Chief Lawrence Padalecki Jr. provided the board with the total bills and payroll for month, with the inclusion of recent deployment dates. Commissioner Drew Lubianski made the motion to approve the payment of all district bills and payroll as presented by the ESD Operations Manager. Commissioner Bradley Chambers seconded the motion. Approved 3-0.

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

There was no action taken on this agenda item.

**6. Discussion and action on items related to the presentation and ranking of proposers for the RFQ to the Board by AGCM (Ryan Zwicke.)**

Representative Derek Bird was present from AGCM to provide an update on the architectural RFQ and ranking of proposers. There was a total of nine submissions; All of whom were ranked on resources, qualifications and interest. The request was made to the board to start the negotiation processes with the vendors.

Commissioner Bradley Chambers made the motion to approve the order to AGCM, Assistant Fire Chief Lawrence Padalecki Jr and Sanchez and Wilson to move forward with negotiations and execution of contracts, as well as, to approve top three proposers as presented by AGCM. Commissioner Drew Lubianski seconded the motion. Approved 3-0.

**7. 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 Lawrence Padalecki provided an update on the number of calls and runs for the district. Commissioner Bradley Chambers asked for an update on the replacement for the 2002 Squad Vehicle, which is still current in queue to complete the removal of the equipment from the vehicle. Fire Chief Padalecki also discussed the change in the Medical Director for the EMS units.

- 8. Discussion with Bexar County Fire Marshall'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.**

Assistant Fire Chief Lawrence Padalecki Jr. provided an update to the board regarding the recent change to the ESD Liaison from the Office of Emergency Management as the previous incumbent has transitioned from the roll and OEM is currently looking to fill the position.

- 9. Discussion, update, and possible action on damage, repair, permits, RFQ process, RFP process, loan terms, cost, and any actions regarding Station 191.**

Representative Derek Bird with AGCM provided an update regarding the repairs on Station 191. Currently, the septic permit is still in review with Bexar County. The Architect RFQ will encompass the repairs on Station 191 and the Design & Master planning of 1518 property.

- 10. Discussion, update, and possible action on design, cost, permits, loan terms and any actions regarding the FM 1518 property station and administration offices.**

Representative Derek Bird with AGCM provided an update regarding the 1518 property. The RFQ will determine where a temporary station can be placed, with excess property to be sold. Commissioner Bradley Chambers asked for an estimate on the time for this to be completed to which Representative Bird provided an overview and general timeline.

- 11. Discussion, update, and possible action Association of Emergency Services Districts of Bexar County.**

Assistant Fire Chief Lawrence Padalecki Jr. provided an update from the Association to the board. There was a special session that was put out from flooding in Kerrville and the working lobbyists are trying to get bills for updated training and responses. More information will come from this after the SAFE-D Conference. Information about the recent partnership with the ESD Foundation and Coors was also provided.

- 12. Discussion and possible action regarding the 2025 Tax Rate Calculation worksheet.**

Commissioner Drew Lubianski made the motion to approve the 2025 Tax Calculation worksheet. There were no changes made to the worksheet and the calculations should remain the same as the previous year. Commissioner Bradley Chambers seconded the motion. Approved 3-0.

**13. Discussion and possible action on proposed 2025 Tax Rate.**

Commissioner Drew Lubianski made a motion to propose the 2025 Tax Rate of \$0.10  
Commissioner Bradley Chambers seconded the motion. Approved 3-0.

**14. Discussion and possible action on schedule for the adoption of the 2025 Tax Rate.**

There was discussion regarding the adoption of the 2025 Tax Rate of \$0.10: with the Public Hearing to take place.

Commissioner Bradley Chambers made a motion to approve the schedule for the adoption of the 2025 Tax Rate as discussed. Commissioner Drew Lubianski seconded the motion.  
Approved 3-0.

**15. Discussion and action regarding the value and depreciation of apparatus and vehicles owned by Bexar County ESD No. 12.**

Assistant Fire Chief Lawrence Padalecki Jr. provided the updated agreed values and depreciation values of vehicles and apparatus owned by Bexar County ESD No. 12.  
Commissioner Drew Lubianski made a motion to approve the proposed values as presented.  
Commissioner Bradley Chambers seconded the motion. Approved 3-0.

**16. Discussion and possible action on Fiscal Year Budget 2025 – 2026, including pay rates, benefits, retirement and any other matters thereto.**

The Board discussed changed to the ESD Budget for 2025 – 2026. Budget workshop was completed. There was discussion about including changes that would include a 3% increase in employees' salaries. Commissioner Drew Lubianski made the motion to adopt the proposed budget from the workshop. Commissioner Bradley Chambers seconded the motion. Approved 3-0.

Assistant Fire Chief Lawrence Padalecki Jr. proposed changes policies 1050 and 216 regarding pay if an employee is called in on the approved ESD holiday to work in an emergent circumstance. Commissioner Drew Lubianski made a motion to approve Policy 1050 and Policy 216 with the wording adjustment to pay period instead of workweek. Commissioner Bradley Chambers seconded the motion. Approved 3-0.

There was also discussion regarding the Administrative Assistant being paid overtime for ESD board meetings and discussion of a phone allowance. Commissioner Drew Lubianski made a motion to purchase the Administrative Assistant an ESD owned phone for work purposes and a stipend of \$100 per ESD Board Meeting attended; not to be capped at a finite amount.  
Commissioner Bradley Chambers seconded the motion. Approved 3-0.



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

The next meeting will be scheduled for September 17 at 4PM to include the Public Hearing on the 2025 Tax Rate.

18. Adjourn.

Commissioner Bradley Chambers made the motion to adjourn the meeting at 7:08PM. Commissioner Drew Lubiasnski seconded the motion. Approved 3-0.

**ATTEST:**

|   |                         |            |
|---|-------------------------|------------|
|  | Jose A. Chon, President | 09/17/2025 |
| Signature   | Printed Name and Title  | Date       |
|  | Bradley Chambers        | 09/17/2025 |
| Signature   | Printed Name and Title  | Date       |