

**Bexar County
Emergency Services District No. 12
Meeting Notice
December 17, 2025
4:00 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 4:12 PM.

2. Establish Quorum.

There was a quorum present:

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

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

There were no citizens were present.

4. Discussion and action on having Commissioner take their Statement of Office and Oath of Office pursuant to State Law.

Commissioner Diana Hardin was sworn in and administered their Statement of Office and Oath of Office pursuant to State Law prior to the start of the Board Meeting.

5. Discussion and action on election of officers of the Board and Emergency Service District No. 12.

Commissioner Joe Ochoa submitted a nomination for Commissioner Diana Hardin for the position of Vice President. Commissioner Drew Lubianski seconded the nomination. Approved 3-0.

Commissioner Drew Lubianski made a motion to leave the other positions on the board unchanged and to add Commissioner Diana Hardin to the open spot of Vice President of the Board of Bexar County Emergency Services District No. 12. Commissioner Bradley Chambers seconded the motion.

Approved 4-0.

6. Discussion and action on any changes with banks, signature cards, bonds, with the change of election of officers of Board of Emergency Services District No. 12.

Commissioner Drew Lubianski made a motion to add Commissioner Diana Hardin as a signatory on the banks, signature cards, bonds for Bexar County ESD No. 12. Commissioner Bradley Chambers seconded the motion. Approved 4-0.

7. Approval of Meeting Minutes from November 12, 2025.

Commissioner Drew Lubianski made a motion to approve the Meeting Minutes from November 12, 2025. Commissioner Bradley Chambers seconded the motion. Approved 4-0.

8. Financial Report.

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

Administrative Assistant Marisa Ramirez provided an update to the board on revenue collected to date which included a total of \$292,463.30 in Property Tax Revenue, \$6,094.76 in Delinquent Tax Revenue and \$552,847.64 in Sales Tax Revenue.

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

Commissioner Drew Lubianski made a motion to approve the payment of all District bills for the month including payroll. Commissioner Diana Hardin seconded the motion. Approved 4-0. Diane seconded.

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

There was no action on this line item.

9. 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 Lawrene Padalecki Sr. provided an update to the board for the month. The department made a total of 158 calls for the month. The new Dodge medical response truck is expected to be completed by Farr West in February or March, though the vendor is currently behind schedule. The TCFP inspection was completed and everything looked good.

The county plans to purchase a dozer and a skid loader with a pump and is open to possibly housing the equipment at ESD 12; ESD 12 is interested, and our department has the capability to house and maintain the equipment if needed.

10. Discussion and possible action on employee's benefits, pay rates, retirement and any matters related thereto.

The board entered Closed Session under Chapter 551 at 4:45 PM to discuss agenda items 10 and 18. The board ended the closed session at 5:31 PM. Commissioner Bradley Chambers made a motion to direct the Fire Chief to proceed as directed in the Executive Session as disclosed. Commissioner Drew Lubianski seconded the motion. Approved 4-0.

Commissioner Bradley Chambers made a motion to allow the Fire Chief to proceed with the purchase of Ballistic Vests and Helmets up to the amount of \$22,000. Commissioner Diana Hardin seconded the motion. Approved 4-0.

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

At 4:20 PM the board agenda items 11, 12 and 13. Representatives from AGCM provided an update on these items. For Station 191, the primary focus is the septic tank; the hole for the tank has been dug, and relocating the current restroom facilities may be necessary to provide space to complete the remaining work. Drew made a motion to approve the Geotech. Diane seconded. Approved 4-0.

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

Representatives from AGCM provided an update with regards to the FM 1518 property. Currently, The design and construction document deadline is January 20, with work currently focused on Station 193 before releasing the project for contractor bidding. The process will include public notice, bid solicitation, and CSP/RFP, with construction expected to break ground in March.

For the Station 193 administrative building, AGCM representatives are expected to provide a cost estimate and layout this week. A motion is needed to approve the GeoTech proposal, the low-risk agreement, and the master agreement, and to authorize execution of the contract pending legal review for Station 193; the item would not need to return to the board unless a conflict arises. The vendor would be Robin Kischner. Commissioner Drew Lubiasnki made a motion to approve the GeoTech.

Commissioner Diana Hardin seconded the motion. Approved 4-0.

13. Discussion and possible action on approval of Agreement with Ramtech Building Systems, Inc. for temporary housing of approximate 52 (x) 60 Fire Department Dorm and relocation of temporary housing and any other matter related thereto.

The board discussed possible action on the approval of the Agreement with Ramtech Building Systems, Inc for the temporary housing of approximate 52 (x) 60 Fire Department Dorm. At the previous board meeting the board approved purchase of the building up to the amount of \$575,00.00. The AGCM representatives were informed that the previous motion made at the prior board meeting approved Ramtech for up to this amount for temporary housing and the representatives confirmed they were able to move forward.

14. Discussion and possible action on property, real property, real estate and any matters related thereto.

President Joe Ochoa facilitated the discussion on this agenda item. Assistant Fire Chief Lawrence Padalecki Jr. is looking into information on this topic, with Fire Chief Lawrence Padalecki Sr. also in talks with business owners. The area the board discussed is favorable, particularly given the growth, but there will be no big fiscal movements until Station 193 has been further progressed.

15. Discussion and possible action on scheduling, planning, budgeting and any other items related to the Department Holiday Party.

Commissioner Drew Lubianski made a motion to approve funds for the Department Holiday Party not to exceed the amount of \$4,000.00 to include any necessities needed for the party. Commissioner Bradley Chambers seconded the motion. Approved 4-0.

16. Discussion and possible action on signing engagement letter with Armstrong, Vaughan & Associates for the 2024-2025 Audit.

Commissioner Drew Lubianski made a motion to a motion to allow President Joe Ochoa to sign the engagement letter with Armstrong, Vaughan & Associates for the 2024-2025 Audit. Commissioner Bradley Chambers seconded the motion. Approved 4-0.

17. Discussion, update, and possible action on the Association of Emergency Services Districts of Bexar County.

Administrative Assistant Marisa Ramirez provided an update to the board on the Association of Emergency Services District of Bexar County. There were no major updates reported. The ESD has joined the association, and the ESD Association's legislation committee is working on legislative matters in coordination with SAFE-D. Efforts are underway to form a PAC for the association, and outreach is ongoing to encourage surrounding counties around Bexar to join and support the mission.

18. Discussion and possible action on the current and future Fire Department organizational chart to ensure alignment with district needs and long-term strategic goals.

The board entered Closed Session under Chapter 551 at 4:45 PM to discuss agenda items 10 and 18. The board ended the closed session at 5:31 PM. Commissioner Bradley Chambers made a motion to direct the Fire Chief to proceed as directed in the Executive Session as disclosed. Commissioner Drew Lubianski seconded the motion. Approved 4-0.

Commissioner Bradley Chambers made a motion to put the \$568,936.00 from the insurance check received for the totaled apparatus into a T-Bill. Commission Drew Lubianski seconded the motion. Approved 4-0.

19. Determine date, time, and possible agenda items for the next regular meeting. The next regular meeting is tentatively scheduled for January 21, 2026.

The next board meeting is scheduled for January 14th, 2026, at 4:00 PM.

20. Adjourn.

Commissioner Bradley Chambers made a motion to adjourn the meeting at 5:54 PM. Commissioner Drew Lubianski seconded the motion. Approved 4-0 and meeting was adjourned.

ATTEST:



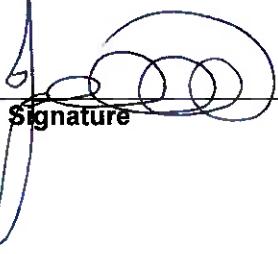
Signature

BRADLEY CHAMBERS / SECRETARY

Printed Name and Title

01/14/26

Date


Signature

Joe Ochoa /

Printed Name and Title

01/14/26

Date