

DECEMBER 18, 2025 AGENDA ITEM

BOARD MEETING MINUTES OF NOVEMBER 20, 2025

AGENDA
Bexar County
Emergency Services District No. 11
Regular Meeting Notice
November 20, 2025
6:00 P.M.

Bexar County Emergency Services District No. 11 (BCESD11) will conduct a Regular Board meeting at the BCESD11 Fire Facility located at 7412 Walzem Road, Converse, TX 78244 on November 20, 2025 beginning at 6:00 P.M. The following items will be discussed:

1. Call the BCESD11 Board meeting to Order and establish a quorum. **6PM Present True, Stevens, Brown, Williams and Herrera**
 - a. Pledge of Allegiance
2. Recognition of new employee Russell Blackledge – Chief Wendt **and Lt. Lavendar - Welcome to BCESD11**
3. Recognition and Appreciation of Staff – Kerrville Severe Weather Event – CONEN Association – **Lisa Pfeifer and John Carlisle Presented staff with challenge coins who were deployed during the July 4th flooding in Kerr County. Those recognized were Chief Wendt and Assistant Alfaro for each station in the district. Engineer Josh Willingham, Engineer James Gough, Engineer Michael Ybarra, Engineer Nolan Henkes and Captain Joshua Everetts.**
4. Citizen Public Forum (3-minute time limit per individual) **Caleb Manifold BC Fire Marshal Office introduced himself as the new Liaison Officer. Updates recently received E Map accreditation, the first county in Texas to do so. Also, looking forward to visiting more at the upcoming SAFE-D Conference in January 2026.**
5. Discussion and consider action to approve the Board Minutes for the following:
 - a. October 16, 2025 Regular Board Meeting Minutes **Motion to approve made by Commissioner Brown and 2nd by Commissioner Williams Motion passes 5/0.**
6. Bexar County ESD 11 Fire Chief's report regarding emergency operations, response times, call volume, training, management activities, purchases, personnel and authorizing appropriate action as necessary – **Chief Wendt**
 - a. Run Report – October 2025 – **handouts distributed. ISO Process is still ongoing.**
 - b. Personnel & Deployment Activity – **currently fully staffed. 5 employees have completed 3 & 4 Officer Training (Chief Training) Testing will happen soon. TIFMAS Deployment reimbursement is nearly complete.**
 - c. Capital Purchases – **None**
 - d. Station 140 Remodel – **Bids to go into the paper in January 2026. Alert system is installed.**

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- e. BCESDA Update – Offering support to the effort of Priority Dispatch and EMD. Considering starting a Political Action Committee. BCESD11 will host the monthly meeting at Station 141 in November.
- 7. Financial Discussions and consider action as necessary – Ms. Foster
 - a. Review of the District's Financial Reports for October 2025 8% spent.
 - b. Update on the monthly Sales Tax receipt for the district paid November 2025 – 9.9% over this time last year
 - c. Discussion and action to approve monthly bills, invoices, and purchases for items included in the FY 2025/26 adopted budget for October 17 – November 20, 2025. Motion to approve made by Commissioner Herrera and 2nd by Commissioner Williams Motion passes 5/0.
- 8. Discussion and possible action regarding the Budget Amendment and Resolution to settle accounts for Fiscal Year ending September 30, 2025 – Ms. Foster Motion to approve as presented by Commissioner Stevens and 2nd by Commissioner Williams Motion passes 5/0
- 9. Discussion and possible action regarding the Proposal and Engagement with Armstrong, Vaughan and Associates for the purpose of the annual outside audit – Ms. Foster Motion to approve as presented by Commissioner Brown and 2nd by Commissioner Williams Motion passes 5/0.
- 10. Discussion of agenda items to be added to the next regularly scheduled monthly Board meeting on December 18, 2025.
- 11. General Announcements Bexar County imposed an outside audit on all ESD's. We were audited in July 2025. The report has found no discrepancies in our financial records. We should expect to be audited by them again in 3 years. Ms. Foster reminded everyone that Santa will be at Station 141 on December 3rd from 6-8pm. ESD11 Christmas Party will be on December 6th from 5:30-11PM at Station 141. District 12 will be covering for our staff so that we can enjoy dinner and fellowship together. We will do the same for a couple of districts who have reached out.
- 12. Adjournment 6:45 PM Motion made by Commissioner Williams and 2nd by Commissioner Brown. Motion passes 5/0

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I certify that the above notice of meeting was posted at BCESD11 Station 141 at 7412 Walzem Road, Converse, TX 78244 and at www.BCESD11.org by 6:00 P.M.. on Friday, November 14, 2025.

Kathy Foster
Administrator

Note: The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purposes authorized by the Texas Open Meetings Act including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open sessions. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretative services must be made 48 hours prior to this meeting. Please contact the Administrator, for concerns or requests, at (210) 467-5878. Anyone wishing to record or film the meeting will do so in the designated area.

ATTEST:

Kathy Foster
Kathy Foster, BCESD11 Administrator

Rudy Herrera
Rudy Herrera, BCESD11 Secretary