

**Bexar County
Emergency Services District No. 12
Meeting Notice
December 13, 2017
6:00 P.M.**



The Bexar County Emergency Services District No. 12 will conduct a meeting at the St. Hedwig Volunteer Fire Department, 14229 FM 1346, St. Hedwig, Texas 78152 on December 13, 2017 beginning at 6:00P.M. The following will be discussed;

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

2. Establish Quorum.

3. Citizen's Public Forum. (3 minutes time limit per individual).

4. Approval of the Meeting Minutes from the November 20, 2017 Regular Meeting.

5. Report on items of interest to the Board by a representative of the St. Hedwig Volunteer Fire Department Board. (There may be discussion on the following items.)
 - a. Run report on calls for the District.

 - b. Finance reports showing revenue and expenditures and monthly activity reports including all bills for the Service Provider's expenditures for the prior month.

 - c. Updates on any grants for the service provider (St. Hedwig Fire Dept.).

6. Discussion and Possible Action on any Grant matching fund request by the St. Hedwig Fire Department.

- 7. Discussion and Appropriate action to use Dylla Bookkeeping Service for the Districts Day to day bookkeeping needs and to generate the Districts Profit and Loss Budget vs Actual and Balance Sheet and to Reconcile all Bank Accounts.**

- 8. Discussion and Appropriate action on the District No. 12 Commissioners attending SAFE – D 17th annual Conference in Galveston Texas, February 22 to 24. 2018.**

- 9. Discussion and Appropriate action with St. Hedwig Volunteer Fire Department and The District Officials on the new Service Provider Contract.**

- 10. Discussion with St. Hedwig VFD Board Members about their annual inventory.**

- 11. Discussion with the St. Hedwig VFD Board members about providing the District Board with an up dated 5 Year Plan.**

- 11. Discussion with St. Hedwig VFD Board Members about their annual budget And appropriation request showing all estimated sources of revenue and all Estimated expenses.**

- 10. Discussion and review of the completed 2017 Census of Government, Survey of Local Government Finances.**

- 13. Financial Report.**
 - a. Discussion, review and appropriate action on the Financial Report and tax revenues collected to date.**

 - b. Discussion and appropriate action on approving payment for District bills.**

- c. Discussion and appropriate action on approving the Service Provider's bills paid for the month and as presented in Agenda item 5.b..**

 - d. Discussion and appropriate action on approving the Service Provider's payment for the month.**
- 14. Determine date, time and possible agenda items for the next meeting. The next regular Meeting is tentatively scheduled for January 10, 2017.**
- 15. Adjourn.**

The above notice was posted at the Bexar County Courthouse located at 100 Dolorosa, San Antonio, Texas 78205 before 5:00PM December 8, 2017 and at the St. Hedwig Volunteer Fire Department located at 14229 FM 1346, St. Hedwig, Texas 78152, and at the Lone Oak Fire Department located at 5885 Mount Olive Rd, Adkins Texas 78101, 72 Hours prior to the Meeting.

Note: The Board of Emergency Services District No. 12 Commissioners reserves the right to enter into Closed Meeting under Chapter 551, Texas Government Code, on any item posted on its agenda, as appropriate.