

**Bexar County  
Emergency Services District No. 1  
Special Meeting Minutes  
September 21, 2023  
5:30 P.M.**

**The Bexar County Emergency Services District No. 1 conducted a meeting on September 21, 2023 at the Bexar County Emergency Services District No. 1 office located at 8275 FM 78, Suite 2, Converse, Texas 78109 and the following was discussed;**

1. Commissioner Murphy called the Bexar County Emergency Services District No. 1 Meeting to Order at 5:47 P.M. and established a quorum with Commissioners' Galindo and George. Commissioner Ortiz was unable to attend.
  - a. Pledge of Allegiance was recited.
2. Citizens Forum. No one signed up to speak.
3. Approval of minutes from September 21, 2023 meeting. Commissioner George made a motion to approve the minutes from September 21, 2023. Commissioner Galindo seconded the motion. Motion carried by a 3/0 vote.
4. Discussion and approval for the Administrator to proceed with locating potential property sites and completing due diligence on such for possibly building an ESD No. 1 office within the District. With the Administrator handling the day to day operations of our District and having been involved with other Districts within Bexar County building their own office/fire stations, the Board discussed allowing Ms. Salinas to begin the process of locating potential sites of real estate and having her begin doing due diligence on the such sites to bring forth a choice to the Board. Many factors that will assist the Board make a final determination will be location, future growth of the selected sites, size acreage, buffering between residential areas, cost and to ensure that the soil is stabilized for a solid foundation. The Admin will contact the District's attorney to inform him and request his legal advice as necessary. She is authorized to contract with a firm/individual as needed to assist with verifying the best proposal. She will be working with the Fire Chief for his input as to the location and acreage factors. The Board will make the final determination as to what property to proceed with. After discussion and with the conditions stated by the Board, Commissioner Galindo made a motion authorizing the Administrator to proceed as stated. Commissioner George seconded the motion. Motion carried by a 3/0 vote in favor.

**5. Closed Session.**

Discussion of the District's Administrator's job performance. The Board went into closed session at 6:49 P.M. to discuss the Administrator's job performance over the past year. After discussion, the Board went back into open session at 6:59 P.M.

**Open Session.**

6. Discussion and appropriate action based on the Administrator's job performance as discussed in closed session. Based on the discussion that the Board held in closed session and on an exceptional evaluation/review of Ms. Salinas, Commissioner Galindo made a

motion to increase the Administrator's salary to the amount that was discussed in closed session. Commissioner George seconded the motion. Motion carried by a 3/0 vote in favor.

7. Adjourn. Commissioner George made a motion to adjourn the meeting. Commissioner Galindo seconded the motion. Motion carried by a 3/0 vote. Meeting was adjourned at 7:08 P.M.

**ATTEST:**

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Ms. Stacy George,  
Secretary/ Treasurer

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Ms. Gloria Salinas  
Administrator