



**Meeting Minutes
November 7, 2016
7:00 P.M.**

The Bexar County Emergency Services District No. 4 (ESD 4) conducted a meeting at 28036 Old Boerne Stage Road, Boerne, Texas, 78006 on Monday, November 7, 2016 at 7:00 P.M. The following was discussed;

1. Commissioner Huber called the Bexar County Emergency Services District No. 4 Meeting to Order at 7:00 P.M. and established a quorum. All Board members were present. The Pledge of Allegiance was recited.
2. Citizen Public Forum. (3-minute time limit per individual). There were no citizens present to speak.
3. Approval of the minutes from the October 3, 2016. Commissioner Surratt made a motion to approve the minutes. Commissioner Taylor seconded the motion. Motion carried by a 5/0 vote in favor of.
4. Leon Springs Volunteer Fire Department (LSVFD) Reports due to ESD 4. Mr. Costantino summarized and reviewed agenda items 4.a and 4.b with the Board.
 - a. Presentation of the Run Report by the Service Provider.
 - b. Presentation of the Financial Reports by the Service Provider. Mr. Costantino reviewed the LSVFD expenditures for October 2016.
 - c. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSVFD. Commissioner Taylor made a motion to approve the reimbursement request and the monthly payment to the Service Provider. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.
5. Discussion and appropriate action on the following;
 - a. Captain Rice, LSVFD, provided an update on obtaining quotes for a new light rescue truck. He will obtain pricing information for the 450 and 500 model truck frames and provide additional information to the Board at the December 2016 meeting.
 - b. Mr. Gabe Perez, Perez Project Consulting, is investigating housing development construction along Toutant-Beauregard and identifying possible fire station locations. Mr. Perez is just starting his investigation as the ESD 4 attorney required three weeks to review the contract for the Board.

- c. Mr. Costantino updated the Board on the status of the inventory control policies. The subject policies are now in place and the inventory is in progress.
- d. The solar installation is pending based upon the San Antonio City Public Service (CPS) design approval. The solar contractor does not anticipate any issues.

6. Financial Report

- a. The Board discussed and authorized the addition of Messrs. John Huber and Stephen Surratt to the Security Service Federal Credit Union and San Antonio Credit Union Emergency Service District 4 CD investment accounts. Commission Mohn made a motion to add Messrs. Huber and Surratt to the subject accounts as signers. Commissioner Taylor seconded the motion. Motion carried by a 5/0 vote in favor of.
- b. Review and action on the establishment of an ESD Reserve Account in accordance with the ESD Investment Policy with Randolph-Brooks Credit Union. Commission Surratt made a motion to establish the account with Messrs. John Huber, Stephen Surratt, and Charles Laljer as signatories on the account. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
- c. Financial Report.
 - 1. Commissioner Surratt reviewed the District Financial Report.
 - 2. Outstanding bills owed by ESD 4 were reviewed.
 - 3. Action by the Board on approving payments by ESD 4. Commissioner Taylor made a motion to pay the bills after the Board reviewed the expenses. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.

7. Determine date, time and possible agenda items for the next meeting. The next scheduled meeting for the ESD 4 will be on December 5, 2016.

8. Adjourn. With no further business before the Board, Commissioner Taylor made a motion to adjourn. Commissioner Mohn seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 7:27 P.M.