



Meeting Minutes October 7, 2019 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, October 7, 2019 at 7:00 P.M. The following was discussed;

1. Commissioner Huber called the Bexar County ESD 4 Meeting to Order at 7:08 and established a quorum. The Pledge of Allegiance was recited.
2. Citizen Public Forum. No citizens present chose to speak.
3. Approval of the minutes from the September 9, 2019 Board Meeting. Commissioner Rasmussen motioned to approve the September 9, 2019 Minutes. Commissioner Mohn 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, LSVFD Treasurer, summarized and reviewed the following with the Board.
 - a. Mr. Costantino presented the September 2019 Run Report by the Service Provider.
 - b. Mr. Costantino reviewed the LSVFD expenditures for September 2019.
 - c. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSVFD. Commissioner Roberts motioned to approve the reimbursement request and the monthly payment to the Service Provider. Commissioner Mohn seconded the motion. Motion carried by a 5/0 vote in favor of.
5. Discussion and appropriate action on the following:
 - a. Mr. Gabe Perez, Perez Project Consulting, presented the status of the Station 132 project. Mr. Perez is working with the Bexar County Fire Marshalls Office on an issue related to the water pressure and the required sprinkler system in the building. The San Antonio Water System (SAWS) needs to verify that they will meet the required water supply at the station location in the future which will support the station sprinkler system design. The water issue is holding up the final design and Mr. Perez is anticipating a proposal release date in mid-November. The tree ordinance and stormwater drainage are under the City of San Antonio Extra-Territorial Jurisdiction which is also associated with the adjacent neighborhood. The station request for proposal will require a level of qualifications for all bidders.

Mr. Charles Laljer, ESD 4 Administrator, reported that the debt waiver is moving through the City of San Antonio. A meeting of the Inter-Governmental Relations Board is set up for October 14, 2019 and the matter is slated to be on the San Antonio City Council Consent Agenda on October 17, 2019.
 - b. Mr. Laljer presented the status of the ESD 4 Sales Tax Election process. Commissioners Mohn, Roberts, and Huber are continuing to education voters on the

role of the ESD in providing emergency services to the district. The Board discussed the need to notify the voters in the district of the upcoming special election. Commissioner Rasmussen motioned to Order the Sales Tax Election to take place on November 5, 2019 and the Notify the Voters in the district of the election. Commissioner Roberts seconded the motion. Motion carried by a 5/0 vote in favor of.

- c. The presentation by financial institutions on financing options for the new station was tabled.
6. Financial discussions and appropriate action;
- a. Mr. Laljer discussed the financial bonding of the Administrator and Board members. Per the State Law establishing ESDs, bonding requirements are established by the resident County Commissioners. Bexar County has not established a bonding amount for ESD. Additionally, the ESD carries employee theft insurance to protect the District.
 - b. The Board discussed the retention of Mr. John Schafer, CPA, as the District accountant. Commissioner Mohn motioned to retain Mr. Schafer as the ESD 4 Accountant. Commissioner Roberts seconded the motion. Motion carried by a 5/0 vote in favor of.
 - c. Mr. Laljer discussed findings by the Bexar County Auditor that the ESD 4 should file a combined audit of the ESD 4 and District 4 Fire and Rescue (D4FR). The last several years the ESD has submitted separate District and D4FR audits to Bexar County. The Fiscal Year 2019 Audit will be filed as a joint audit per Bexar Counties request.
 - d. Mr. Laljer provided an overview of the ESD 4 financial reports.
 - e. The outstanding bills owed by ESD 4 were reviewed.
 - f. Action by the Board on approving payments by ESD 4. Commissioner Roberts made a motion to approve payments for the District. Commissioner Mohn seconded the motion. Motion carried by a 5/0 vote in favor of.
7. Executive Session Station Construction Financing and Mr. Perez's contract. The Board entered Executive Session at 8:18 P.M. The Executive Session ended at 8:39 P.M.
8. Determine date, time and possible agenda items for the next meeting. The next scheduled Board meeting will be November 6, 2019.
9. Adjourn. With no further business before the Board, Commissioner Roberts made a motion to adjourn. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:40 P.M.