



## **Meeting Minutes**

### **April 5, 2021**

### **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 April 5, 2021 at 7:00 P.M. Members of the Board and the public were able to attend in person or via phone at 469-480-6297, conference code 863 785 322# due to the COVID-19 Social Distancing guidelines. The following was discussed:

1. Commissioner Huber called the Bexar County ESD 4 Meeting to Order at 7:00 P.M. and established a quorum. Commissioners Roberts and Rasmussen attended via phone.
2. Citizen Public Forum. Two applicants for the open ESD 4 Board position introduced themselves to the Commissioners and discussed their qualifications.
3. Bexar County Precinct 3 Commissioner Trish DeBerry was unable to attend.
4. The approval of the minutes from the March 1, 2021 and March 15, 2021 Board Meetings was deferred to the May 3, 2021 Board Meeting.
5. Leon Springs Volunteer Fire Department (LSVFD) Reports due to ESD 4. summarized and reviewed the following with the Board.
  - a. Mr. Costantino, LSVFD Treasurer, presented the March 2021 Run Report by the Service Provider.
  - b. Lieutenant Brown discussed the Community Health Paramedic support provided to the District.
  - c. Assistant Chief Ramon discussed the lessons learned from the regional winter storm and water delivery operations. Assistant Chief Rice has left LSVFD and is temporarily being replaced by Lieutenant Maldonado.
  - d. Assistant Chief Ramon discussed the current station operations and need for additional equipment to address snow and ice situations.
  - e. The LSVFD presented the training accomplished during the month.
  - f. Mr. Costantino reviewed the LSVFD expenditures for March 2021.
  - g. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSVFD. Commissioner Surratt motioned to approve the reimbursement of the Service Providers expenses. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of.
6. Discussion and appropriate action on the following:
  - a. Mr. Gabe Perez, Perez Project Consulting, presented the status of the Station 132 construction. The building structural steel erection has started and is moving along

well. The anticipated completion date is late August or early September 2021. Mr. Perez is starting to pull together the list of furnishings that need to be ordered for the station.

- b. Mr. Perez reviewed with the Board that the reimbursement requests for the construction. Commissioner Haygood motioned to approve the full reimbursement requests for the professional services and Sabinal Group after Mr. Perez has fully vetted the request. Commissioner Roberts seconded the motion. Motion carried by a 5/0 vote in favor of.
  - c. The Board reviewed and discussed the evaluation of the Access Control proposals. The Board determined that the Security 101 proposal provided the best value for the ESD 4. Commissioner Surratt motioned to award the Station 132 and 134 Access Control installation to Security 101. Commissioner Roberts seconded the motion. Motion carried by a 5/0 vote in favor of.
  - d. Mr. Laljer presented the status of the Structural Engineer inspection of Station 134.
7. Financial discussions and appropriate action:
- a. Mr. Laljer provided the April 2021 ESD 4 financial report.
  - b. The outstanding bills owed by ESD 4 were reviewed.
  - c. Action by the Board on approving payments by ESD 4. Commissioner Roberts motioned to approve the ESD 4 payment requests. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
  - d. The Board discussed continuing on-line meetings and determined that with vaccinations now widespread to go back to just in person meetings.
  - e. The Board discussed the possibility of changing the usual meeting dates from the first Monday of the month to a later date to better coordinate meetings with LSVFD. The Board opted to continue on the first Monday of the month at Mr. Costantino's request to have prompt monthly payments to the Service provider.
8. Executive Session. The Board entered an Executive Session at 9:23 PM. The Board discussed qualifications of the applicants interested in joining the Board. The Board re-entered regular session at 10:13 PM.
9. Determine date, time and possible agenda items for the next meeting. The next regularly scheduled Board meeting will be Monday, May 3, 2021.
10. Adjourn. With no further business before the Board, Commissioner Surratt made a motion to adjourn. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 10:14 P.M.