



Meeting Minutes
August 3, 2020
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 3, 2020 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 6297# 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 7:03 P.M. and established a quorum. Commissioners Roberts and Rasmussen attended via phone. Commissioner Haygood was unable to attend.
2. Citizen Public Forum. No citizens chose to speak.
3. Approval of the minutes from the July 6, 2020 Board Meeting. Commissioner Surratt motioned to approve the July 6, 2020 meeting minutes. Commissioner Rasmussen seconded the motion. Motion carried by a 4/0 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 July 2020 Run Report by the Service Provider. LSVFD is averaging approximately one COVID-19 response a week.
 - b. Mr. Costantino reviewed the LSVFD expenditures for June 2020.
 - c. 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 Roberts seconded the motion. Motion carried by a 4/0 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 construction. Highlights are:
 - Mr. Perez sent letters to the homeowners along Presideo Haven introducing himself as the fire station construction manager and explaining that the street would be cut for water and sewer connections.
 - The fill on the Site is select fill and Terracon is conducting soil testing.
 - Engineering Change Orders 3 and 4 were reviewed
 - b. Mr. Perez discussed with the Board that the reimbursement request by Sabinal Group for the construction progress on Station 132 was not finalized at the date of the meeting due to the need to confirm the progress of the site preparation. The reimbursement request would be ready the week following the meeting. Commissioner Roberts motioned to approve the reimbursement by Sabinal Group up

- to \$115,000 and Mr. Laljer was authorized to approve the payment. Commissioner Rasmussen seconded the motion. Motion carried by a 4/0 vote in favor of.
- c. Commissioner Huber discussed the status of the specification for a new rescue truck and highlighted portions of the requirements. The bid package includes a pre-bid conference and final inspection of the vehicle. Commissioner Surratt motioned to approve the release of the truck request for proposal after the final editing is completed. Commissioner Roberts seconded the motion. Motion carried by a 4/0 vote in favor of.
 - d. Mr. Charles Laljer, Administrator, presented the proposed Fiscal Year 2021 (FY21) Bexar County Emergency Services District No. 4 Budget. Mr. Laljer reviewed the highlights of the budget including the projected Ad Valorem and Sales and Use Tax Income and major expenses, including the new fire station and new rescue vehicle. The proposed FY21 budget is adequately funded by the projected Sales Tax income and Ad Valorem Taxes at the No-New Revenue Tax Rate (\$0.053000 per \$100 of assessed value). Commissioner Surratt motioned to approve the proposed Bexar County Emergency Services District No. 4 FY21 Budget. Commissioner Roberts seconded the motion. Motion carried by a 4/0 vote in favor of.
 - e. Mr. Laljer discussed what portions of the proposed FY21 budget are being supported by the new District Sales Tax. All of the Sales Tax is being applied to the construction of the new fire station and is allowing the District to avoid having to use any of its reserve funds.
 - f. The Board discussed updating the door and interior signage at Station 134 and signage at the new Station 132. Commissioner Surratt requested that LSVFD get with him on the preparation of the new signs which can potentially be done at cost.
 - g. The Board deferred discussion on the proposed addition of a Bexar County Fallen Fire Fighters Memorial at the new Station 132.
6. Financial discussions and appropriate action:
- a. Mr. Laljer presented and discussed the Quarterly Investment Report for the period ending June 30, 2020.
 - b. Mr. Laljer provided the July 2020 ESD 4 financial report.
 - c. The outstanding bills owed by ESD 4 were reviewed.
 - d. 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 4/0 vote in favor of.
7. Determine date, time and possible agenda items for the next meeting. The next regularly scheduled Board meeting will be Tuesday, September 1, 2020 due to the Labor Day Holiday.
8. Adjourn. With no further business before the Board, Commissioner Roberts made a motion to adjourn. Commissioner Rasmussen seconded the motion. Motion carried by a 4/0 vote in favor of. Meeting was adjourned at 8:20 P.M.