



**Meeting Minutes
February 4, 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, February 4, 2019 at 7:00 P.M. The following was discussed;

1. Commissioner Huber called the Bexar County ESD 4 Meeting to Order at 7:00 and established a quorum. The Pledge of Allegiance was recited.
2. Citizen Public Forum. No citizens chose to speak.
3. Approval of the minutes from the January 7, 2019 board meeting. Commissioner Surratt motioned to approve the January 7, 2019. Commissioner Rasmussen 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. Presentation of the Run Report by the Service Provider. Mr. Costantino noted that the LSVFD has a new Training Officer, Lt. Steve Biedeger, for the fire department.
 - b. Presentation of the Financial Reports by the Service Provider. Mr. Costantino reviewed the LSVFD expenditures for January 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. The Board discussed the possibility to purchase formal jackets for ESD 4 activities. Ms. Gena Ramon presented and recommended two different styles. Ms. Ramon can order sample jackets which would be available in 10 days. Commissioner Roberts motioned to purchase blend jackets for the Board. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
 - b. Mr. Gabe Perez, Perez Project Consulting, presented the status of the Station 132 property and station design activities. Mr. Perez discussed a phone call with the property owner requesting a driveway access permit to Ralph Fair Road. This will engage the Texas Department of Transportation (TxDOT) on entry and egress from the property. The civil engineer doesn't believe that TxDOT will require a turning lane into a new station based upon traffic analysis, but the matter needs to be officially closed with the agency.

Conceptual station designs were presented focusing on two and three vehicle bay layouts. Mr. Perez recommended a working session for detailed discussions on the

concepts. The Board will have a station design meeting on Monday, February 11, 2019 at 7:00 p.m.

- c. LSVFD presented a recommended specification for the acquisition of a new fire truck. The specification will be sent out to a minimum of five companies to solicit at least three proposals. Commissioner Surratt motioned to request LSVFD release the specification for bids. Commissioner Roberts seconded the motion. Motion carried by a 5/0 vote in favor of.
 - d. The Board discussed authorizing the ESD 4 President with discretionary funding authority in the event of an emergency or contingency. The President would report out on any actions taken at the next Board meeting. Commissioner Surratt motioned to approve a maximum of \$1,000 for discretionary funding authority by the ESD 4 President with verbal approval by a second Board member and the requirement to report at the next Board meeting on the expenditure. Commissioner Roberts seconded the motion. Motion carried by a 5/0 vote in favor of.
 - e. The Board discussed the extension of an invitation to other Bexar and surrounding County ESDs for joint meeting. The Board discussed inviting the Bexar County Commissioners. Commissioner Huber will speak to Bexar Commissioner Wolfe on the subject.
6. Financial discussions and appropriate action;
 - a. Mr. Laljer presented the financial reports of the District.
 - b. The outstanding bills owed by ESD 4 were reviewed.
 - c. Action by the Board on approving payments by ESD 4. Commissioner Surratt 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. Determine date, time and possible agenda items for the next meeting. The next scheduled Board meeting will be February 11, 2019 to review fire station designs and the next monthly Board meeting will be March 4, 2019.
 8. Adjourn. With no further business before the Board, Commissioner Surratt made a motion to adjourn. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:19 P.M.