



**Meeting Minutes**  
**May 4, 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 May 4, 2020 at 7:00 P.M. Members of the Board and the public were able to attend in person or via phone at 210-874-9221, conference code 279 998 472# due to the COVID-19 restrictions. The following was discussed:

1. Commissioner Huber called the Bexar County ESD 4 Meeting to Order at 7:02 P.M. and established a quorum. Commissioners Rasmussen and Roberts attended via phone.
2. Citizen Public Forum. No citizens chose to speak.
3. Approval of the minutes from the April 6, 2020. Commissioner Surratt motioned to approve the April 6, 2020 Meeting Minutes. Commissioner Roberts 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 April 2020 Run Report by the Service Provider.
  - b. Mr. Costantino reviewed the LSVFD expenditures for April 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 request and the monthly payment to the Service Provider. Commissioner Rasmussen seconded the motion. Motion carried by a 4/0 vote in favor of.
5. Financial discussions and appropriate action:
  - a. Mr. Charles Laljer, ESD 4 Administrator, presented the ESD 4 Quarterly Investment Report for the period ending March 31, 2020.
  - b. Mr. Laljer provided the status of the Fiscal Year 2019 Annual Audit being conducted by Ms. Margaret Nixon, CPA. Ms. Nixon is finishing up the audit and just sent out a draft which Mr. Laljer will forward to the Board.
  - c. Mr. Laljer provided the April 2020 ESD 4 financial report.
  - d. The outstanding bills owed by ESD 4 were reviewed.
  - e. Action by the Board on approving payments by ESD 4. Commissioner Rasmussen made a motion to approve payments for the District. Commissioner Roberts seconded the motion. Motion carried by a 4/0 vote in favor of.

6. Determine date, time and possible agenda items for the next meeting. The next scheduled Board meeting will be May 11, 2020 for review of the Station 132 construction proposals and the next regularly scheduled Board meeting will be June 1, 2020.
7. Adjourn. With no further business before the Board, Commissioner Rasmussen made a motion to adjourn. Commissioner Roberts seconded the motion. Motion carried by a 4/0 vote in favor of. Meeting was adjourned at 7:58 P.M.