



**Meeting Minutes**  
**July 10, 2023**  
**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 July 10, 2022, at 7:00 P.M. 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. All Commissioners were present.
2. Commissioner Huber informed the Board that he would like to step down as President of the Board and remain on the Board as a Commissioner. Commissioner Surratt nominated Commissioner Haygood to be President. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of. Commissioner Rasmussen will remain Vice-President and Commissioner Surratt as Treasurer. Commissioner Rasmussen nominated Commissioner Lopez-Maddox to be Secretary and Assistant-Treasurer. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.
3. Citizen Public Forum. No citizens chose to speak.
4. The approval of the minutes from the June 5, 2023, Board Meetings Minutes. Commissioner Huber motioned to approve the Board Meeting Minutes. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
5. Leon Springs Fire Department (LSFD) Reports due to ESD 4. Summarized and reviewed the following with the Board.
  - a. Chief Ramon presented the LSFD Chief's report and discussed the Monthly Run Report, significant incidents, Training, Community Health Paramedic activities and public relations including car seat installations and school presentations.
  - b. Mr. Costantino reviewed the LSFD expenditures for June 2023.
6. Discussion and appropriate action on the following:
  - a. Mr. Charles Laljer, Administrator, and Mr. Gabe Perez, Perez Project Consulting, provided an update on the contract close out actions for the Sabinal Group. Pay Application 25 has been settled and claims by the subcontractors Gillett and Epic Concrete settled. Mr. Perez is starting the review of Pay Application 26 for the final general contractor retainage.
  - b. Commissioner Haygood updated the Board on the Bexar County Association activities, and the Board discussed its desired priorities for the association to consider.
  - c. Mr. Laljer provided a review of the proposed Fiscal Year 2024 (FY24) budget.

- d. Mr. Laljer reviewed the status of the property along IH-10 Eastbound Access Road and Ranchland View. A contract is in review by the ESD 4 Attorney for 2.75 acres divided from the entire parcel.
  - e. Chief Ramon and Mr. Laljer discussed the status of Ladder 134 and that it is not repairable due to the extensive frame corrosion. It is road worthy and can be used for public events but not as a fire fighting apparatus. The LSFDF recommends immediately pursuing the purchase of a used ladder truck. Commissioner Rasmussen motioned to approve \$700,000 for the purchase of a used ladder truck and nominated Commissioners Huber and Haygood to serve on a committee with LSFDF for seeking bids. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.
  - f. The Board discussed the purchase of ambulances in FY24. Deputy Chief Maldonado has been gathering initial pricing and lead times for ambulance purchases. Commissioners Huber and Surratt volunteered to meet with LSFDF to review ambulance specifications and gather proposals.
7. Financial discussions and appropriate action:
    - a. Mr. Laljer provided the July 2023 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 Rasmussen motioned to approve the ESD 4 payment requests. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of.
  8. Determine date, time, and possible agenda items for the next meeting. The next regularly scheduled Board meeting will be Monday, August 7, 2023.
  9. Adjourn. With no further business before the Board, Commissioner Lopez-Maddox made a motion to adjourn. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of. The meeting was adjourned at 9:15 P.M.