



**Meeting Minutes**  
**May 13, 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, May 13, 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. Commissioner Surratt was unable to attend.
2. Citizen Public Forum. Mr. Al Franz stated that it was his last meeting representing the City of Fair Oaks as a liaison to the ESD and that Ms. Koerner would be taking over the effort.
3. Approval of the minutes from the April 1, 2019, April 13, 2019, and April 17, 2019 Board Meetings. Commissioner Roberts motioned to approve the April 1, 2019, April 13, 2019, and April 17, 2019 Minutes. Commissioner Mohn 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. Presentation of the Run Report by the Service Provider.
  - b. Presentation of the Financial Reports by the Service Provider. Mr. Costantino reviewed the LSVFD expenditures for April 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 Rasmussen 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 property and station design activities. Mr. Perez presented the building site plan and discussed access to future buildings planned at the back of the property. The building architect will be providing an initial cost estimate with the 50% design plans. The Texas Department of Transportation has given approval for a driveway from the property onto Ralph Fair Road. The sales agreement is with the seller's attorney for comment and the ESD is looking to establish a closing date.
  - b. The ESD 4 received two bids for a new truck to replace rescue 132. Bids were provided by Siddons-Martin and Metro Fire. The LSVFD Assistant Chief Cooley for review if the proposals meet the specification.

- c. Commissioner Roberts discussed current State of Texas legislative actions. The current focus are House Bill 2 and Senate Bill 2 which cap the tax growth that can be imposed. The bills are currently in committee for reconciliation.
  - d. The Board discussed the potential to hold a sales tax election in November 2019 to provide additional revenues to the ESD 4. The ESD 4 Administrator will contact the State Comptroller to conduct an initial due diligence assessment of how much funding a sales tax could generate.
  - e. The Board discussed whom should be contacted if issues are observed in the fire station. Messrs. Charles Laljer, ESD 4 Administrator, and Costantino advised that they would be the primary contact persons and would route the issue to the appropriate LSVFD person or company.
  - f. The Board discussed the possible identification of a LSVFD Captain to be the responsible party for fire station maintenance. Messrs. Laljer and Constantino recommended that the Board defer this discussion until the new Station 132 was completed and manned. The possible identification of the correct person could then be addressed with other staffing and budgeting items for the new station.
6. Financial discussions and appropriate action;
- a. Mr. Laljer presented the Quarterly Investment Report for January through March 2019 and reviewed the status of the ESD investments.
  - b. Mr. Laljer provided the Board with the status of the Fiscal Year 2018 annual audit. The audit is complete and had been filed with the Bexar County Auditor
  - c. Mr. Laljer provided an overview of the ESD financial reports.
  - d. The ESD Board discussed a request from the District 4 Fire and Rescue for funds to procure property for a new fire station. The matter was tabled pending the identification of a closing date on the property
  - e. The outstanding bills owed by ESD 4 were reviewed.
  - f. Action by the Board on approving payments by ESD 4. Commissioner Mohn made a motion to approve payments for the District. Commissioner Roberts 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 scheduled Board meeting will be June 10, 2019.
8. Adjourn. With no further business before the Board, Commissioner Mohn made a motion to adjourn. Commissioner Rasmussen seconded the motion. Motion carried by a 4/0 vote in favor of. Meeting was adjourned at 8:36 P.M.