



**Meeting Minutes**  
**February 6, 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 February 6, 2023, 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. Commissioner Surratt was unable to attend.
2. Citizen Public Forum. Ms. Laura Koerner spoke and reminded the Commissioners of the need to conduct business in open meetings based upon her experience on the Fair Oaks Ranch City Council. She also cautioned the Commissioners to avoid walking quorums.
3. The approval of the minutes from the January 9, 2023, and January 30, 2023, Board Meetings. Commissioner Haygood motioned to approve the Board Meeting Minutes. Commissioner Rasmussen seconded the motion. Motion carried by a 4/0 vote in favor of.
4. Leon Springs Fire Department (LSFD) Reports due to ESD 4. Summarized and reviewed the following with the Board.
  - a. Mr. Joe Costantino, LSFD Treasurer, presented the November 2022 Run Report by the Service Provider.
  - b. Chief Ramon presented the LSFD Chief's report and discussed the training conducted during the month and status of old rescue 132 vehicle which is now surplus. The proper method to surplus the vehicle is being investigated.
  - c. Mr. Costantino reviewed the LSFD expenditures for January 2023.
  - d. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSFD. Commissioner Rasmussen motioned to approve the reimbursement of the Service Providers expenses. Commissioner Haygood 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, reported that the Station 132 is complete except for a couple of minor items to receive the Certificate of Occupancy from the Bexar County Fire Marshall. The Board set a date of March 11, 2023 for the Grand Opening of the stations.
  - b. Mr. Perez reviewed the presented invoices. Commissioner Haygood motioned to authorize payment of the invoices presented. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.

- c. Commissioner Haygood reported on the actions by the Bexar County ESDs Association (BCESDA). 10 of 12 local ESDs have joined the association. With the Texas legislature in session, the third Tuesday of every month is an opportunity to meet local legislators at the Capital to discuss ESD issues. Commissioners Haygood and Huber plan to attend the meetings on February 21, 2023.
  - d. The ESD 4 and LSFD priorities were discussed and the Board agreed to meet on February 28, 2023 to have a working meeting on the District priorities.
6. Financial discussions and appropriate action:
  - a. Mr. Charles Laljer, ESD 4 Administrator, reviewed the Quarterly Investment Report for the 1<sup>st</sup> Quarter of Fiscal Year 2023.
  - b. Mr. Laljer reviewed the February 2023 financial report.
  - c. The outstanding bills owed by ESD 4 were reviewed.
  - d. Action by the Board on approving payments by ESD 4. Commissioner Rasmussen motioned to approve the ESD 4 payment requests. Commissioner Haygood 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. Board members will hold an ESD 4 priority and strategic planning workshop on February 28, 2023. The next regularly scheduled Board meeting will be Monday, March 6, 2023.
8. Adjourn. With no further business before the Board, Commissioner Rasmussen made a motion to adjourn. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of. Meeting was adjourned at 8:54 P.M.