



Meeting Minutes February 1, 2021 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 1, 2021 at 7:00 P.M. Members of the Board and the public were able to attend in person or via phone at 469-480-6297, conference code 863 785 322# due to the COVID-19 Social Distancing guidelines. 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. Commissioners Roberts and Rasmussen attended via phone.
2. Citizen Public Forum. No citizens chose to speak.
3. Approval of the minutes from the January 4, 2021 and January 25, 2021 Board Meetings. Commissioner Huber requested a correction on whom seconded the motion for item 5.c. from the January 4, 2021 minutes. Commissioner Surratt motioned to approve the minutes from the January 4, 2021 and January 25, 2021 Board Meetings with the requested correction. Commissioner Haygood 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. Mr. Costantino presented the January 2021 Run Report by the Service Provider. Mr. Charles Laljer, ESD 4 Administrator, discussed meeting with LSVFD on possible metrics for tracking emergency response to the District.
 - b. Assistant Chief Ramon discussed the delivery of a storage building for Station 134 and building maintenance issues. Proposals for the Station 134 sprinkler system have been conducted and the system has passed its annual inspection.
 - c. Mr. Costantino reviewed the LSVFD expenditures for January 2021.
 - d. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSVFD. Commissioner Roberts motioned to approve the reimbursement of the Service Providers expenses. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 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 construction. Sabinal construction is preparing to pour the building slab on February 9, 2021. The contractor will have flagmen on Ralph Fair Road to direct traffic. Structural steel will be delivered on February 15, 2021 and the roof decking should be completed by March 10, 2021.

- b. Mr. Perez reviewed with the Board that the reimbursement requests for the construction. Commissioner Haygood motioned to approve the full reimbursement requests for the professional services and Sabinal Group after Mr. Perez has fully vetted the request. Commissioner Roberts seconded the motion. Motion carried by a 5/0 vote in favor of.
 - c. Mr. Laljer presented the status of the Station 132 and Station 134 Access Control Request for Proposal (RFP). The RFP is ready for release with the intent to receive proposals by February 17, 2021 and award a contract at the March 1, 2021 Board Meeting. Commissioner Roberts motioned to release the RFP to obtain Station Access Control Proposals. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of.
 - d. Assistant Chief Ramon discussed that lack of a vehicle exhaust in Station 134. Mr. Perez provided a high-level overview of vehicle exhaust plans for the new Station 132. Assistant Chief Ramon will continue to investigate vehicle exhaust options.
6. Financial discussions and appropriate action:
 - a. Mr. Laljer presented the Quarterly Investment Report for the period ending December 31, 2020.
 - b. Mr. Laljer provided the February 2021 ESD 4 financial report.
 - c. The outstanding bills owed by ESD 4 were reviewed.
 - d. Action by the Board on approving payments by ESD 4. Commissioner Surratt motioned to approve the ESD 4 payment requests. Commissioner Haygood 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 regularly scheduled Board meeting will be Monday, March 1, 2021.
8. Adjourn. With no further business before the Board, Commissioner Surratt made a motion to adjourn. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:11 P.M.