



Meeting Minutes
February 3, 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, February 3, 2020 at 7:00 P.M. The following was discussed:

1. Commissioner Huber called the Bexar County ESD 4 Meeting to Order at 7:01 and established a quorum. The Pledge of Allegiance was recited.
2. Citizen Public Forum. No citizens chose to speak.
3. Approval of the minutes from the January 6, 2020 Board Meeting. Commissioner Mohn motioned to approve the January 6, 2020 Meeting Minutes. Commissioner Rasmussen 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 2020 Run Report by the Service Provider.
 - b. Mr. Costantino reviewed the LSVFD expenditures for January 2020.
 - 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 Mohn 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 project. Mr. Perez is releasing the station construction request for proposals with a February 14, 2020 Bidders Conference and Proposals due on February 28, 2020.
 - b. Mr. Charles Laljer, ESD 4 Administrator, updated the Board on the Sales and Use Tax. The tax will start on 1 April 2020 and information was provided to the State Comptroller's Office on businesses located within the District.
 - c. Mr. Laljer updated the Board that only one application was received for the Part-Time Assistant Administrator Position. The Board discussed the qualifications of the applicant. Commissioner Roberts motioned to hire the Assistant Administrator Applicant. Commissioner Surratt seconded the motion. Motion carried by a 4/0 vote in favor of with Commissioner Mohn Abstaining.
 - d. Commissioner Rasmussen presented his findings on the different tablet computers available for the conduct of electronic Board Meetings. The Board agreed that Samsung tablets would be enough. will conduct additional comparisons between hardware solutions for the Board. Commissioner Surratt motioned to authorize the

- ESD 4 Administrator to procure Samsung S6 Tablets with 256MB of memory, keyboard covers, and two Microsoft Office License for use by the Board. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of
- e. The Board discussed attending the annual SAFE-D Conference in Galveston, TX from 20 to 22 February 2020. Mr. Laljer will post that a quorum of Board Members will be attending but no ESD 4 business will be conducted.
6. Financial discussions and appropriate action:
 - a. Mr. Laljer presented the October through December 2019 ESD 4 Quarterly Investment Report.
 - b. Mr. Laljer provided the January 2020 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 Roberts made a motion to approve payments for the District. Commissioner Mohn seconded the motion. Motion carried by a 5/0 vote in favor of.
 7. Commissioner Mohn announced that she would be resigning from the ESD 4 Board effective 29 February 2020.
 8. Determine date, time and possible agenda items for the next meeting. The next scheduled Board meeting will be March 2, 2020. Additional meetings are planned for February 14, 2020 and February 28, 2020 as a quorum of Board Members plan to attend the Station 132 Bidders Conference and the opening of Proposals, respectively.
 9. Adjourn. With no further business before the Board, Commissioner Roberts made a motion to adjourn. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:12 P.M.