



Meeting Minutes
August 7, 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 August 7, 2022, at 7:00 P.M. The following was discussed:

1. Commissioner Haygood called the Bexar County ESD 4 Meeting to Order at 7:03 P.M. and established a quorum. All Commissioners were present.
2. Citizen Public Forum. No citizens chose to speak.
3. Debra Dockery and RFK Architects made presentations to Board on their qualifications and experience in designing fire stations. The ESD 4 is interviewing architects to start initial design activities for a new station along Interstate 10 near Ranchland View.
4. The approval of the minutes from the July 10, 2023, and July 24, Board Meetings. Commissioner Huber motioned to approve the Board Meeting Minutes from July 10, 2023, and July 24, 2023. Commissioner Lopez-Maddox 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, pre-planning of the local elementary schools, training, Community Health Paramedic activities, public relations, and a detailed status of the District vehicles. Deputy Chief Maldonado discussed the licensing of the ambulances being purchased and the requirement to register them under the ESD 4.
 - b. Mr. Costantino reviewed the LSFD expenditures for July 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. Mr. Perez is reviewing Pay Application 26 for the final general contractor retainage.
 - b. Mr. Laljer discussed the draft Fiscal Year 2024 (FY24) ESD 4 Budget. Commissioner Surratt motioned to adopt the FY24 Budget. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 5/0 vote in favor of.

- c. Mr. Laljer reviewed the status of the property along IH-10 Eastbound Access Road and Ranchland View. A Phase 1 Environmental Assessment is underway, and a GeoTechnical Study will be started.
 - d. The Board discussed the purchase of a used ladder truck from Leon Valley for \$49,500. The truck is similar to Ladder 134 that was recently retired. The cost of the truck is over the ESD 4 policy to obtain bids but under the State requirement of \$50,000. Commissioner Huber motioned to waive the ESD 4 policy for obtaining quotes for the purchase due to the critical need to have a ladder truck available in the District and to purchase the Leon Valley truck. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
 - e. The Board discussed adopting a new logo with LSFD for the badging of new vehicles and for uniform patches.
 - f. Mr. Laljer reviewed a proposed revision to the FY23 Budget based on the proposed Ranchland View property purchase and cost of the ladder truck from Leon Valley. Commissioner Surratt motioned to adopt the FY24 Budget. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 5/0 vote in favor of.
 - g. The Board discussed the sale of the surplus vehicle, Rescue 132, for \$49,500 to Alexandria Township, KS. Commissioner Rasmussen motioned to accept the offer and sell the Rescue Truck. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of.
7. Financial discussions and appropriate action:
- a. Reviewed the Quarterly Investment Report for the 3rd Quarter FY23.
 - b. Mr. Laljer provided the August 2023 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 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, September 6, 2023.
9. Adjourn. With no further business before the Board, Commissioner Huber made a motion to adjourn. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of. The meeting was adjourned at 9:40 P.M.