



**Meeting Minutes**  
**August 1, 2022**  
**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 1, 2022, 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 Haygood was unable to attend.
2. Citizen Public Forum. No citizens chose to speak.
3. The approval of the minutes from the July 11, 2022, Board Meeting. Commissioner Lopez-Maddox motioned to approve the minutes from the July 11, 2022, Meeting Minutes. Commissioner Surratt 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 June 2022 Run Report by the Service Provider.
  - b. Chief Hardenstine presented the LSFD Chief's report and discussed the department reports.
  - c. Mr. Costantino reviewed the LSFD expenditures for July 2022.
  - 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 Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.
5. Financial discussions and appropriate action:
  - a. Mr. Charles Laljer, Administrator, reviewed the ESD 4 3<sup>rd</sup> quarter Fiscal Year (FY) 2022 Investment Report.
  - b. Mr. Laljer reviewed the August 2022 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 Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.

6. Discussion and appropriate action on the following:
- a. Mr. Gabe Perez, Perez Project Consulting, reviewed with the Board the Station 132 progress. The parking lot has been stripped and the furniture is tentatively planned for delivery on August 23, 2022. The landscaping plan was reviewed with the landscape architect in regard to the current drought situation and alternatives discussed. The station water pressure level is continuing to be investigated and it has been discovered that the incoming water line has an additional backflow preventer which may be the cause of the low-pressure. The extra backflow preventer will be removed to determine if the water pressure at the station improves. The discussion on a water storage tank for the station was put on hold pending the results of the backflow preventer investigation.
  - b. Mr. Perez reviewed the most recent Sabinal Group pay application #22 for up \$100,000.00 and other presented invoices. Commissioner Lopez-Maddox motioned to approve pay application after Mr. Perez's documentation review and other invoices presented. Commissioner Rasmussen seconded the motion. Motion carried by a 4/0 vote in favor of.
  - c. The Board reviewed the proposed five-year contract with Leon Springs Volunteer Fire Department (LSVFD) with a five-year option. Commissioner Rasmussen motioned to approve the five-year contract with LSVFD to be signed at a joint meeting with the LSVFD Board at a future date. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.
  - d. The Board reviewed the FY 2023 ESD 4 proposed budget which would require a Ad Valorem tax rate of \$0.051595 per \$100 of property valuation. The rate would be a tax increase of 3.75% over the no-new revenue rate of \$0.049728 per \$100 valuation. Commissioner Rasmussen motioned to approve the proposed tax rate. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.
  - e. The Board discussed joining the Texas Association of School Boards (Buy Board) and Houston-Galveston Area Council (HGAC) of Governments cooperative procurement boards. Commissioner Rasmussen motioned to join the Buy Board and HGAC purchasing programs. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.
  - f. Commissioner Lopez-Maddox and Mr. Laljer discussed the information received from local advertising companies for social media postings for the ESD 4. The ESD 4 will move forward working with LSVFD on linking social media postings with their current platform.
  - g. The Board discussed updating the ESD 4 Commissioner Compensation Policy to be in-line with the updated State statues for \$150 per meeting with a maximum of \$7,200 per year. Commissioner Rasmussen motioned to raise the Commissioner Compensation rate to the current State levels of \$150 per meeting with an annual maximum of \$7,200. Commissioner Lopez-Maddox seconded the motion. Motion carried by a three-vote in favor of and one-abstention. Mr. Laljer will update the ESD 4 Commissioner Compensation Policy for consideration at the September 2022 Board Meeting.

- h. The Board discussed that two Commissioners should be present at meetings with contractors. This will ensure that contractors are being provided with Board consensus direction and not a single Commissioner. Mr. Laljer discussed a standing bi-weekly meeting that is being started with the LSFDF Chief and Division Chief.
- 7. Determine date, time and possible agenda items for the next meeting. The next regularly scheduled Board meeting will be Thursday, September 1, 2022.
- 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 8:48 P.M.