



Meeting Minutes

April 1, 2024

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 April 1, 2024, at 7:00 P.M. The following was discussed:

1. Commissioner Haygood called the Bexar County ESD 4 Meeting to Order at 7:00 P.M. and established a quorum. All Commissioners were present.
2. Citizen Public Forum. No citizens chose to speak.
3. The approval of the minutes from the March 11, 2024, Board Meeting. Commissioner Lopez-Maddox motioned to approve the Board Meeting Minutes from March 11, 2024. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of.
4. Leon Springs Fire Department (LSFD) reports due to ESD 4
 - a. Chief Ramon presented the LSFD Chief's report and discussed:
 - The Monthly Run Report
 - Significant incidents
 - Training
 - Pre-plan inspections by the department
 - Community Health Paramedic activities
 - Public relations
 - The results of the Texas Commission on Fire Protection inspection of LSFD. No major issues were identified.
 - b. Chief Ramon discussed adopting the new ESD 4 logo and patch for the LSFD. The Board concurred with moving forward as the two organizations merge.
 - c. Mr. Joe Costantino reviewed the LSFD expenditures for March 2024. The LSFD is running approximately 10% over budget to date.
5. Discussion and appropriate action on the following:
 - a. Commissioner Lopez-Maddox and Chief Ramon discussed meeting with Bexar County Commissioner Moody on the apply for grants in support of Camp Stanley. Initially the Board was targeting a grant for a new brush truck, however the Defense Community Infrastructure Pilot grants can only be used for buildings. The District will continue to monitor the program for potential support of future building construction projects.

- b. LSFDF updated the Board on the investigation into a new ladder truck. The LSFDF truck committee has received specification information from three vendors and would like to request formal proposals. Commissioner Rasmussen motioned to accept bids for new ladder truck. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of.
- c. Mr. Gabe Perez, Perez Project Consulting, discussed the status of the Ranchland View property and presented the status of the construction of water and sewer lines to the property. The estimate for the water line is \$252,000 and upon the completion of the tree survey the water line can be extended to the property. Discussions are ongoing with the property seller on the sewer line extension under Interstate 10 to the property. Mr. Perez discussed meeting with the Bexar County Sherriff Office on a possible substation at the new fire station.

Mr. Perez indicated that discussions with RVK Architects have been dragging out with little progress and requested approval to re-open a request for quote for architects with the civil engineering portion of the work being done by MTR Engineering. Commissioner Surratt motioned to seek additional architect quotes for the project. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.

The Board discussed possible signage for the property. Commissioner Huber motioned to approve \$2,500 for a new station sign. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 5/0 vote in favor of.

- d. Mr. Charles Laljer, Administrator, reminded the Board to complete the annual State required Cyber Security Training.
 - e. The Board conducted the annual review of the District Investment Policy. Commissioner Rasmussen motioned to approve the District Investment Policy and appoint Mr. Laljer as the ESD 4 Investment Officer reporting to Commissioner Surratt. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of.
 - f. Mr. Charles Laljer, Administrator, updated the Board on the ESD and LSFDF merger activities and requested a dedicated Board Meeting to formally move forward with the merger following a detailed review of the functions. The Special Meeting date was set for May 15, 2024.
6. Financial discussions and appropriate action:
- a. Mr. Laljer reviewed the ESD 4 financial report for April 2024 and will contact the Texas State Comptroller to confirm the new Fair Oaks Ranch HEB Sales Tax deposits.
 - b. Mr. Laljer reviewed the outstanding bills owed by ESD 4.
 - c. Action by the Board on approving payments by ESD 4. Commissioner Huber motioned to approve the ESD 4 payment requests. Commissioner Rasmussen 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, May 6, 2024, and a special meeting on the LSFJ merger will be conducted on May 15, 2024.
8. Adjourn. With no further business before the Board, Commissioner Surratt made a motion to adjourn. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 5/0 vote in favor of. The meeting was adjourned at 9:15 P.M.