



## Meeting Minutes September 6, 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 Wednesday September 6, 2023, 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 August 7, 2023, and August 21, Board Meetings. Commissioner Huber motioned to approve the Board Meeting Minutes from August 7, 2023, and August 21, 2023. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
4. Leon Springs Fire Department (LSFD) Reports due to ESD 4. Summarized and reviewed the following with the Board.
  - a. Chief Ramon presented the LSFD Chief's report and discussed the Monthly Run Report, significant incidents, deployment of Deputy Chief Maldonado to north Texas, training, Community Health Paramedic activities, public relations, and a detailed status of the District vehicles.
  - b. Chief Ramon provided and reviewed a recommended full-time staffing level starting in Fiscal Year 2025 (FY25). The Chief is recommending an increase in staffing to ensure the ESD 4 engines are adequately staffed with patient transport planned to start in FY25 and the need to have two personnel staffing ambulances.
  - c. Mr. Costantino reviewed the LSFD expenditures for August 2023.
5. 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. Laljer reviewed that the Cashier's Check for the ESD 4 calculated retainage payment to the Sabinal Group had not been accepted and was returned. Mr. Perez has been served a Discovery request by the Sabinal attorney and is starting to put together the requested information. The ESD 4 is communicating with its legal counsel and anticipates a mediation request by the Sabinal Group in the near future.
  - b. The ESD 4 Board discussed the proposed Emergency Services District No. 4 Ad Valorem tax rate of \$0.049895 per \$100 assessed valuation which will generate \$2,308,842 in tax revenue. The tax rate is a 3.82% increase over the No New Revenue tax rate of \$0.048058 per \$100 assessed valuation. Commissioner Surratt motioned to adopt a tax rate of \$0.049895 per \$100 assessed valuation which will

generate \$2,308,842 in tax revenue. 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. The Board discussed the presentations submitted by the Architects at the August 7, 2023, Board meeting and determined to request supplemental information on previous fire station designs and challenges.
  - d. The Board discussed the repair estimate of \$90,486.34 for the rehabilitation of Engine 134 to restore it for service. Commissioner Surratt motioned to restore the engine based on the repair facility estimate. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
  - e. Mr. Laljer discussed the desire of the Camp Stanley leadership to establish an agreement with the ESD 4 to provide emergency services to the base. A Federal Grant program available to local governments providing emergency services to military installations was reviewed. Mr. Laljer noted that 2023 grants were closed, and he would monitor the program for when it opens in 2024.
  - f. The Board and LSFd attendees discussed merging the two organizations. Chief Ramon recommended the merger take place within a year to allow improved recruiting of full-time personnel. Mr. Costantino agreed that LSFd was on board with the timeframe. The ESD 4 Board agreed to consider a merger within a year and to investigate lessons learned from the LSFd expertise and other ESDs.
  - g. The Board discussed adopting a new logo with LSFd for the badging of new vehicles and for uniform patches. The discussions identified the best design and LSFd was requested to move forward in making some final minor changes to the design.
6. Financial discussions and appropriate action:
    - a. Mr. Laljer provided the September 2023 ESD 4 Financial Report.
    - b. The outstanding bills owed by ESD 4 were reviewed.
    - 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, October 2, 2023.
  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 5/0 vote in favor of. The meeting was adjourned at 9:50 P.M.