



**Meeting Minutes
November 4, 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 November 4, 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. Mr. Scott Huizenga, City of Fair Oaks Ranch City Manager, and Fair Oaks Ranch Mayor Greg Maxton spoke briefly to the ESD 4 Board thanking them for the Emergency Services being provided and expressing the desire to extend the Interlocal Agreement to continue first responder services.
4. The approval of the minutes from the October 10, 2024, and October 24, 2024, Board Meetings. Commissioner Surratt motioned to approve the Meeting Minutes from the Board Meetings. Commissioner Lopez-Maddox 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, discussed the status of the Ranchland View property:
 - The Debra Dockery Architect Conceptual Design for Station 135 has been completed and provided to the ESD 4. No further activity on the station design is planned at this time.
 - The property replat is underway by MTR Engineers and should be completed in the near future.
 - Mr. Perez has directed Collier Engineering to focus on the sewer line extension and keeping the effort moving forward. Once the sewer and waterline are in place, the final elevations will be documented for a vault under the driveway onto the property.
 - Mr. Perez is continuing to work with the ESD 4 attorney, on the response to Mr. Bagheri's attorney on the cost of the Alina Holdings replat. Mr. Perez will prioritize the extension of the sewer line Escrow Agreement to July 31, 2025, to keep the project moving.
 - b. Mr. Perez is working with Debra Dockery Architects on a proposal for the design of a Station 132 Administrative Annex. The proposal should be available the week of 11 November 2024. Cost estimates for funding will be available in January 2025 for obtaining building financing.

- c. Mr. Perez provided an overview of his proposal to support the Ranchland View utility construction and Station 132 Administrative Annex Design. The proposal does not cover the Station 132 Annex construction or support of any legal action related to Ranchland View. Commissioner Lopez-Maddox motioned to enter into a contract with Perez Project Consulting for continued support of Ranchland View and the Station 132 Annex. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
 - d. Mr. Charles Laljer, Administrator, reviewed three proposals that had been received from financial institutions for the financing of the new pumpers and ladder truck. Commissioner Haygood requested an updated analysis with a comparison based upon the same amount of financing for the engine and ladder from all the vendors.
 - e. The Board discussed the appointment of Ms. Shannon Workman as the ESD 4 Records Manager. Commissioner Huber motioned to appoint Ms. Workman as the ESD 4 Records Manager. Commissioner Rasmusen seconded the motion. Motion carried by a 5/0 vote in favor of.
 - f. The Board discussed the possible retention of another attorney to represent the ESD 4. The Administrator will start to develop a list of attorneys based on recommendations from other ESDs.
6. Chief Ramon presented the Chief's report to include:
 - Major responses for the month
 - 30-day rental of an engine while Engines 134 (pump issue) and 132 (fuel system, cost approximately \$17,000 including an aftermarket water separator) were undergoing repairs
 - Memorandum of Understanding updates with local departments are underway
 - The Insurance Standards Organization inspection will occur November 25, 2024
 - Training conducted
 - Mobile Integrated Health activities
 7. Financial discussions and appropriate action:
 - a. Mr. Laljer presented the ESD 4 Fourth Quarter Fiscal Year 2024 Investment Report
 - b. Mr. Laljer reviewed the ESD 4 financial report for November 2025.
 - c. Mr. Laljer reviewed the outstanding bills owed by ESD 4.
 - d. Mr. Laljer reviewed the bills to be paid by the ESD 4 through October 31, 2024, future bills through the end of the month, and anticipated payroll. Action by the Board on approving payments by ESD 4. Commissioner Lopez-Maddox motioned to approve the ESD 4 payroll payments up to \$350,000 and for Commissioners Surratt and Rasmussen to continue review of operating bills through November 2024. 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, December 2, 2024.

9. Adjourn. With no further business before the Board, Commissioner Lopez-Maddox made a motion to adjourn. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of. The meeting was adjourned at 9:43 P.M.