



## **Meeting Minutes**

### **May 5, 2025**

### **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 May 5, 2025, 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 the Commissioners were present.
2. Citizen Public Forum. No citizens chose to speak.
3. Approval of the minutes from April 1, 2025; April 7, 2025; and April 28, 2025; Board Meetings. Commissioner Surratt motioned to approve the Meeting Minutes from the Board Meetings. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
4. ESD 4 Board discussions:
  - a. Mr. Gabe Perez, Perez Project Consulting, discussed the status of the Ranchland View property. Mr. Perez is continuing to work with Mr. Bagheri on a right of entry for the property whereby any sewer contractors have adequate liability insurance if they are on the ESD 4 property during construction. The IH-10 Westbound sanitary sewer outfall (main connector for the Ranchland View property) is complete allowing the start of the ESD 4 sewer. Mr. Perez is working with Collier Engineering on an amended design for the waterline to only include the ESD 4 property versus a complete loop onto the Alina Holdings property. The plating process for the property is in good shape. The Texas Department of Transportation has approved a double entry onto the property. The plat is primarily and waiting on the completion of the utilities to be recorded.
  - b. The Board discussed the status of the Administration Building. The overall project will be slowed pending the renewal of an Interlocal Agreement with the City of Fair Oaks Ranch. Housing of personnel at the Fair Oaks Ranch Station 420 will alleviate some of the current station crowding and allow the Administration Building to be completed later. Mr. Perez will work to complete the construction design and permitting to make the building "Shovel Ready" for any available grants. The Administration Building generator will be owner provided when needed and a second driveway approach will be permitted with Bexar County.
  - c. Mr. Charles Laljer, Administrator, reviewed the responses from the attorney request for support. Sanchez and Wilson were the most responsive and qualified. They are currently providing legal services to the Bexar County ESD Association. Commissioner Surratt motioned to retain Sanchez and Wilson for additional legal support. Commissioner

Huber seconded the motion. Motion carried by a 4/1 vote in favor of.

- d. The Board discussed the disposition of the Leon Springs Volunteer Fire Department (LSVFD) property on Ima Ruth. The Board had no exceptions to LSVFD donating the station to the ESD 4.
  - e. Chief Ramon provided an update on the Ladder 134 refurbishment. Siddons-Martin is continuing to work through the truck issues and is targeting August 2025 to have the refurbishment completed.
  - f. Chief Ramon provided an update on the new Heavy Duty Rescue Pumpers. The first unit is complete and will be in Denton, TX in the near future for final fit out.
5. Chief Ramon presented the Chief's report to include:
- April 2025 run report with major responses for the month.
  - EMS Ambulance run statistics.
  - A Memorandum of Understanding with Allegiance on ambulance transport
  - Vehicle status.
  - Graphics for the public relations ladder truck.
  - Peer support activities.
  - All positions are currently filled.
6. Financial discussions and appropriate action:
- a. Mr. Laljer provided the annual review of the ESD 4 Investment Policy. Commissioner Surratt motioned to approve the Investment Policy appointing Mr. Laljer as the ESD 4 Investment Officer with reporting to the Board Treasurer. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 5/0 vote in favor of.
  - b. Mr. Laljer reviewed the quarterly Investment Report.
  - c. Mr. Laljer reviewed the ESD 4 financial report for May 2025.
  - d. Mr. Laljer reviewed the bills paid by the ESD 4 through April 2025.
  - e. Action by the Board on approving payments by ESD 4. Commissioner Huber motioned to approve the ESD 4 bills. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
7. The Board tabled the annual performance review of the Lead Administrator to May 12, 2025.
8. Determine date, time, and possible agenda items for the next meeting. The next scheduled Board meeting will be Monday, May 12, 2025, and the next regularly scheduled Board meeting will be Monday, June 9, 2025.
9. Adjourn. With no further business before the Board, Commissioner Lopez-Maddox made a motion to adjourn. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of. The meeting was adjourned at 9:34 P.M.