



Meeting Minutes
April 3, 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 Monday April 3, 2023, 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. All commissioners were present.
2. Citizen Public Forum. No citizens chose to speak.
3. The approval of the minutes from the March 6, 2023, Board Meeting. Commissioner Haygood motioned to approve the Board Meeting Minutes from March 6, 2023. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 5/0 vote in favor of.
4. The Board discussed the successful Station 132 Grand Opening Event and lessons learned. The Board thanked Leon Springs Fire Department (LSFD) President Biediger and Chief Ramon for the efforts and support of LSFD in pulling the event together.
5. Leon Springs Fire Department Reports due to ESD 4. Summarized and reviewed the following with the Board.
 - a. Chief Ramon presented the LSFD Chief's report which included the number of runs conducted by LSFD, major incidents in March 2023, and hydrants checked.
 - b. Mr. Costantino reviewed the LSFD expenditures for March 2023.
 - c. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSFD. Commissioner Lopez-Maddox motioned to approve the reimbursement of the Service Providers expenses. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of.
6. Discussion and appropriate action on the following:
 - a. Mr. Gabe Perez, Perez Project Consulting, discussed the letter from the Sabinal Group attorney requesting payment of the final retainage. Further, Mr. Perez discussed the contract conditions that needed to be completed in order to release the final retainage to the general contractor. Mr. Perez has reached out to Districts legal counsel on the letter. The Board discussed the extension of the Perez Project Consulting contract through 30 September 2023. Commissioner Surratt motioned to extend the Perez Project Consulting Contract through 30 September 2023. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
 - b. Commissioner Haygood reviewed the agenda and reported on the actions by the Bexar County ESDs Association (BCESDA). Commissioner Haygood reviewed

meeting the Bexar County representatives at the Capital and a pending meeting with the City of San Antonio to discuss the \$20,000 ESD debt limit.

- c. Mr. Charles Laljer, ESD 4 Administrator, discussed the acceptance of a \$1,750,000 offer for 2.5 acres of property along the IH-10 corridor west of the Old Fredericksburg intersection. The initial pre-purchase inspections have been initiated with MTR Civil Engineers and the purchase is planned to be completed in June 2023. Councilwomen Laura Koerner, City of Fair Oaks Ranch, recommended reaching out the Fair Oaks Ranch staff on Old Fredericksburg Road access to the property.
 - d. Mr. Laljer presented, and the Board discussed the current plan for LSFd continuing to add fulltime staff and timing for obtaining a loan for construction of a new station along IH-10.
 - e. The Board discussed the possibility of retaining a consultant for an initial assessment and recommendations on the conduct of an ISO inspection. Chief Ramon recommended that LSFd walk through the ISO checklist and no inspection take place until additional fulltime staff were added. No action was taken on the matter.
 - f. Mr. Laljer presented a discussion with HdL on their sales tax compliance activities and possible areas where reporting errors are occurring.
7. Financial discussions and appropriate action:
- a. Mr. Laljer reported on the status of the Fiscal Year 2022 annual audit. The audit is on track for completion at the end of April 2023.
 - b. Mr. Laljer reviewed the April 2023 financial report.
 - c. The outstanding bills owed by ESD 4 were reviewed.
 - d. Action by the Board on approving payments by ESD 4. Commissioner Lopez-Maddox motioned to approve the ESD 4 payment requests. Commissioner Haygood 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 Board meeting will be Thursday April 6, 2023, with Bexar County Commissioner Grant Moody. The next regularly scheduled Board meeting will be Monday, May 1, 2023.
9. Adjourn. With no further business before the Board, Commissioner Lopez-Maddox made a motion to adjourn. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting adjourned at 8:45 P.M.