



**Meeting Minutes
November 1, 2021
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 1, 2021, 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.
2. Citizen Public Forum. No citizens chose to speak.
3. The approval of the minutes from the October 4, 2021, Board Meeting. Commissioner Rasmussen motioned to approve the minutes from the October 4, 2021, Board Meeting. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of.
4. Leon Springs Volunteer Fire Department (LSVFD) Reports due to ESD 4. Summarized and reviewed the following with the Board.
 - a. Mr. Costantino, LSVFD Treasurer, presented the September 2021 Run Report by the Service Provider.
 - b. Chief Hardenstine presented the LSVFD Chief's report. Department reports were provided by:
 - EMS Report, Captain Maldonado
 - Operations, Assistant Chief Ramon.
 - c. Mr. Costantino reviewed the LSVFD expenditures for October 2021.
 - d. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSVFD. Commissioner Rasmussen motioned to approve the reimbursement of the Service Providers expenses. 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, presented the status of the Station 132 construction. Mr. Perez is in the process of reviewing the furniture proposals for the station and will meet with the Board for the final review and award later in the month.
 - b. Mr. Perez reviewed with the Board the Sabinal Group pay application 15 for \$126,130.19. Commissioner Lopez-Maddox motioned to approve pay application 15 after Mr. Perez's documentation review. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.

- c. The Board discussed the contract extension for Mr. Perez as the Station 132 Project Manager from October 2021 through March 2022. Commissioner Haygood motioned to extend the Perez Project Management contract through March 2022. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
6. Financial discussions and appropriate action:
 - a. The Board discussion on the retention of Ms. Margaret Nixon, CPA, to conduct the annual Fiscal Year 2021 (FY21) audit. Commissioner Lopez-Maddox motioned to retain Ms. Nixon to conduct the FY21 audit. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.
 - b. Commissioner Surratt reviewed the November 2021 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 Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
7. The Board entered into a closed session at 7:43 pm to discuss the communications and security systems and equipment proposals for the new Station 132. The Board re-entered regular session at 8:00 pm.
8. Based upon the review of the communications proposals, Commissioner Lopez-Maddox motioned to use AT&T as the station 132 communications contractor. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of.
9. Commissioner Surratt will meet with LSVFD to discuss obtaining bids for the specialized equipment for Station 132.
10. Determine date, time and possible agenda items for the next meeting. The next regularly scheduled Board meeting will be Monday, December 6, 2021.
11. Adjourn. With no further business before the Board, Commissioner Surratt made a motion to adjourn. Commissioner Haygood seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:13 P.M.