

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6**  
**August 6, 2018 MINUTES**

The Comal County Emergency Services District No. 6 Commissioners met in regular session August 6, 2018 at the Bracken Volunteer Fire Department (BVFD) Central Station located at 23600 FM 3009, San Antonio, Texas 78266.

**Agenda Item #1.** Call to order and establish quorum and pledges to the flags.

Commissioner Coley called the meeting to order at 6:00 P.M. Commissioners Maschek, Waechter, and Yannuzzi were present to establish a quorum. Commissioner Solomon was absent.

Also present was BVFD Fire Chief Donald Zipp.

**Agenda Item #2.** Approval of the minutes of the July 9, 2018 regular meeting.

Motion to accept the July 9, 2018 minutes as written was made by Commissioner Waechter and seconded by Commissioner Yannuzzi. The motion passed unanimously.

**Agenda Item #3.** Receive and take action on the Treasurer's report.

Commissioner Waechter read the treasurer's report and provided each commissioner a copy of the report. As of July 31, 2018, the cash balance in bank accounts was \$2,010,721.87. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Yannuzzi. The motion passed unanimously.

**Agenda Item #4.** Take action on outstanding bills owed by the District.

Commissioner Waechter reported that there were two outstanding bills for the District. One bill was for \$1,100.00 for ESD No 6 SAFE-D membership renewal and the other bill was for \$481.00 to reimburse Commissioner Maschek for posting the 2018 Property Tax Rates for ESD No 6 in the Herald Zeitung paper. Motion to pay the outstanding bills for the District was made by Commissioner Yannuzzi and seconded by Commissioner Coley. The motion passed unanimously.

**Agenda Item #5.** Review, discussion, and possible action on an order establishing an investment policy for Comal County ESD No 6.

Commissioner Waechter presented the Comal County ESD No 6 Investment Policy to the Commissioners. Commissioner Maschek made a motion to approve the Comal County ESD No 6 Investment Policy, Order 08-06-18-01. The motion was seconded by Commissioner Coley. The motion passed unanimously.

Commissioner Coley also made a motion to appoint Commissioner Waechter as the Investment Officer and Commissioner Yannuzzi as the Assistant Investment Officer in

accordance with the Investment Policy. Commissioner Maschek seconded the motion and the motion passed unanimously.

**Agenda Item #6.** Review, discussion, and possible action on investing ESD No 6 cash on hand in a state pool.

The board discussed investing in TEXPOOL which is an investment service for public funds. Commissioner Coley made a motion that ESD No 6 TEXPOOL representatives be Commissioners Waechter, Yannuzzi, and Solomon. Commissioner Maschek seconded the motion. The motion passed unanimously.

**Agenda Item #7.** Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief reported that during the past month, 3 fire fighters attended training at Texas A&M and 3 fire fighters also attended swift water training in New Braunfels. Truck maintenance has been ongoing and the station pickup truck is presenting some problems and may require replacement. A new BVFD fire fighter started duty last Friday, 3 August 2018. Chief is working on updating BVFD policies. The department is also working with TEXDOT to trim some trees along the highway at both stations to increase visibility for emergency vehicles entering the highway.

**Agenda Item #8.** Receive a Bracken Volunteer Fire Department Board update.

No Bracken Volunteer Fire Department Board member was present.

**Agenda Item #9.** Receive Public Comment. 3-minute limit per citizen.

No public comment.

**Agenda Item #10.** Review, discussion and action on adopting an ESD No 6 budget for 2019. (Commissioner Waechter and Yannuzzi)

The ESD Board discussed the 2019 Budget that was presented by Commissioner Yannuzzi. A motion to adopt the 2019 Emergency Services District No. 6 budget of \$1,730,306.00 was made by Commissioner Maschek. Commissioner Coley seconded the motion. The motion passed unanimously. (Encl 1: 2019 ESD No 6 Budget)

**Agenda Item #11.** Review, discussion and action on setting a proposed 2018 Ad Valorem Tax Rate for ESD No 6.

Commissioner Maschek made the following motion on the 2018 Ad Valorem Tax Rate for Comal County Emergency Services District No. 6: "I move that the property tax rate for Comal County ESD No 6 be set at 0.072826/\$100". The motion was seconded by Commissioner Waechter. The motion passed unanimously. Commissioners Coley,



Maschek, Waechter, and Yannuzzi all voted yes to the 0.072826/\$100 tax rate. Commissioner Solomon was absent.

**Agenda Item #12.** Discussion and action to establish a time line with key dates for ESD No 6 required actions in order to provide Comal County Tax Assessor-Collector with the ESD No. 6 adopted tax rate by September 15, 2018 and comply with applicable law.

Commissioner Maschek presented a Truth in Taxation calendar to each Commissioner present at the Board meeting. The Board agreed to hold Open Public Hearings on the proposed tax rate of 0.072826/\$100 evaluation at 5:30 P.M. on August 17, 2018 and August 22, 2018.

The meeting to adopt the 2018 tax rate for ESD No 6 will be held on September 4, 2018 at the Bracken Volunteer Fire Department located at 23600 FM 3009, San Antonio, Texas 78266.

**Agenda Item #13.** Update, discussion, and possible action on ESD 6 meeting with LMD in reference to RFQ 2018-001 v2.0 and a possible contract.

Commissioner Yannuzzi and Chief Zipp met with LMD on July 11, 2018 and are still awaiting LMD architectural proposal. Commissioner Yannuzzi will contact LMD for an update to present at the next regular ESD No 6 meeting in September.

**Agenda Item #14.** Discussion and possible action on establishing a plan and agenda for an open house event at the Delafield substation location.

Commissioner Coley presented the ESD Board with an outline for a Delafield Substation Open house on a proposed date of 10 October 2018, from 5 PM – 7 PM. ESD No 6 Board, the BVFD Board, BVFD, and Schertz EMS will conduct the open house. All citizens supported by ESD No 6, especially those living in the Delafield subdivision, Rockwall Ranch, Copper Ridge, and unincorporated portions of Newcombe subdivision are welcome. The County Judge and County Commissioners will be invited. The open house will introduce the citizens to the plans for making the Delafield substation operational. BVFD would have an engine on site and conduct a tour of the facility and explain improvements that are planned. Schertz EMS will have an EMS vehicle on site and explain their capabilities. ESD No 6 and BVFD Board members will prepare food and drink for attendees. Funding would be by donation from ESD and BVFD board members.

**Agenda Item #13.** Set date, time, and location for next meeting of ESD No.6.


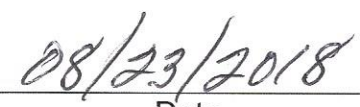
All commissioners agreed that the next special meetings to conduct a Public Hearing will be on August 17 and August 22, 2018, at 5:30 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.

All commissioners agreed that the next regular meeting will be on September 4, 2018, at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.

**Agenda Item #14.** Adjourn

Commissioner Coley adjourned the meeting at 6:57 P.M.

Commissioner Randy Maschek, Secretary ESD No. 6

	
Signature	Date