

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
May 13, 2019 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session May 13, 2019 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, Solomon, Waechter, and Yannuzzi were present to establish a quorum. BVFD Fire Chief Donald Zipp and BVFD Board member (Chaplain) Skip Courter were also present. Mr. Ryan Rosborough from AG/CM, a professional construction management company was present.

Agenda Item #2. Approval of the minutes of the April 15, 2019 regular meeting.

Motion to accept the April 15, 2019 minutes as written was made by Commissioner Waechter and seconded by Commissioner Solomon. 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 April 30, 2019, the cash balance in bank accounts was \$2,607,914.92. 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, \$9490.00, was from Advanced Rescue Systems for the battery powered rescue tool. Our architect, EIKON, billed us \$3013.63 for design services. Motion to pay the outstanding bills for the District was made by Commissioner Maschek and seconded by Commissioner Yannuzzi. The motion passed unanimously.

Agenda Item #5. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief Zipp reported that the Department is running well and the two new personnel are heavily involved in training. The BVFD audit is complete and BVFDs tax report has been filed. The Garden Ridge Police Department and the BVFD will hold their annual pancake breakfast at Paul Davis Park on June 22, 2019. Chief is still researching and getting quotes on various new vehicles to replace the BVFD Command Vehicle.

Agenda Item #6. Receive a Bracken Volunteer Fire Department Board update.

BVFD Board member Skip Courter thanked the ESD 6 Board for all their support of the BVFD.

Agenda Item #7. Receive Public Comment. 3–minute limit per citizen.

Mr. Rosborough presented each ESD Board member with handouts on Project / Construction Management Services that AG/CM offers.

Agenda Item #8. Receive a report on the 2019 Special Purpose District Report submitted on April 30 2019.

Commissioner Maschek informed the ESD Board that the 2019 Special Purpose Report was submitted online on April 30, 2019. This report is required annually by 1 April. Our deadline was extended to May 1, 2019. A copy of the report is available in the ESD No 6 hard copy files maintained at the BVFD main station.

Agenda Item #9. Update, discussion, and action on the 2020 Schertz EMS per capita 2% increase from \$14.74 to \$15.03 and the increase in population from 8623 to 8930 for the ESD No 6 District for a total annual Schertz EMS contract cost of \$134,217.90 for CY2020.

An official letter was received from Schertz EMS with the 2020 EMS contract cost. A motion was made by Commissioner Maschek to approve the Schertz EMS contract cost of \$134,217.90 for CY2020. The motion was seconded by Commissioner Waechter and passed unanimously.

Agenda Item #10. Discussion and possible action on a meeting set for May 7, 2019 at 10:00 AM with ESD 2 and ESD 3 at The Vintage Oaks Club House to discuss coverage of HWY 46 and Copper Ridge.

ESD 6 Commissioners Coley and Solomon and BVFD Chief Zipp met with ESD 2 Commissioner Whitcomb and ESD 3 Commissioner Wagner and their Fire Chief Brinkkoeter to discuss partnering at their future Cranes Mill Road Station. ESD 2 and 3 did not want BVFD personnel and equipment in one of their bays but did endorse the idea of a contract with ESD 6 to fully support the salary and benefits for 3 additional personnel for ESD 2/3. There are a lot of operational considerations for this type of contract that need to be worked out in detail by the fire chiefs and then agreed upon by the ESDs. The two Fire Chiefs will meet to begin discussions on the details and keep the ESDs advised.

Agenda Item #11. Update and discussion on the planning process for the development of a Strategic Plan for ESD No 6. (Commissioner Solomon)

Commissioner Solomon will present a plan for discussion and possible action at the June ESD No 6 Board meeting.

Agenda Item #12. Update, discussion, and possible action on the EIKON designs for the BVFD Central Station renovation and the BVFD Sub Station facility. (Commissioner Yannuzzi)

The Board discussed EIKONs Option A and B and decided to inform EIKON that any further decisions are on hold until after next month's June Board meeting. Commissioner Maschek made a motion that ESD 6 pursue hiring AG/CM as a project manager for our BVFD substation and Central Station renovations. The motion was seconded by Commissioner Waechter and passed unanimously.

Agenda Item #13. Review, discussion, and possible action on the ESD 2020 budget process and possible dates for a budget workshop.

The commissioners determined that the new budget should be completed by the end of July 2019. Plans for a budget workshop will be discussed at the next ESD Board meeting.

Agenda Item #14. Set date, time and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be on June 10, 2019 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.

Agenda Item #15. Adjourn

Commissioner Coley adjourned the meeting at 7:08 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6


Signature _____ Date 06/10/2019