

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
February 10, 2020 Minutes

The Comal County Emergency Services District No. 6 Commissioners met in regular session February 10, 2020 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 and Waechter were present to establish a quorum. BVFD Fire Chief Donald Zipp and AG/CM PM Sean Spyres were also present. Commissioner Yannuzzi was absent.

Agenda Item #2. Approval of the minutes of the January 13, 2020 regular meeting.

Motion to accept the January 13, 2020 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 January 31, 2020, the cash balance in bank accounts was \$2,660,363.30. Bracken was over paid by \$25,000 for this quarter and will be debited \$25,000 next quarter. Motion to accept the treasurer's report was made by Commissioner Solomon and seconded by Commissioner Maschek. The motion passed unanimously.

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

Commissioner Waechter reported that there were three outstanding bills for the District. One invoice from our PM firm AC/GM for \$2,550 and two invoices (\$1,194.00 and \$2,059.00) from our Architectural firm EIKON. Motion to pay the outstanding bills for the District was made by Commissioner Maschek and seconded by Commissioner Solomon. The motion passed unanimously.

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

Chief Zipp reported that all of the fire fighters went through an eight-hour emergency driving course last week. The course included classroom work and a driving course. All BVFD fire fighters are certified to drive. Two department personnel will conduct an on-site visit to Pierce in March to confirm the specifications of the new engines. The water leak in the Delafield facility main shower has been fixed and the drywall and flooring replaced. Insurance only covered part of the actual cost of the repair. Chief will check with the insurance to see if they will cover the overrun in cost.

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

No BVFD Board member was present.

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

No public comment.

Agenda Item #8. Update and discussion and possible action on the development of the Strategic Plan for ESD No 6. (Commissioner Solomon)

Commissioner Solomon reported that the two sub-committees did an outstanding job researching background information and reported their findings at the February 6, 2020 meeting. The next Strategic Planning meeting is scheduled for March 5, 2020 at 5 P.M.

Agenda Item #9. Receive a report on the Comal County Commissioners' Court 30 January 2020 ESD No 6 update.

Commissioner Coley reported that the briefing went well and there were no questions from the County Commissioners. The County Commissioners encouraged all ESDs to work together and do interlocal agreements.

Agenda Item #10. Discussion and possible action on partnering with Comal County ESD No 2 and 3 at their future Cranes Mill Station.

Chief Zipp is working on confirming a date for a working meeting with ESD No 2 and 3 to discuss coverage of the northern sector along FM 46 of ESD No 6 boundary. Chief Zipp will try to confirm the meeting for Friday, February 28, 2020 at 1:00 P.M. and Commissioners Coley and Maschek and Chief Zipp will meet with ESDs 2 & 3.

Agenda Item #11. Update, discussion, and possible action on the design and construction of the BVFD Delafield Substation and BVFD Central Station renovation.

Our AG/CM Project Manager Sean Spyres briefed the board that a pre bid meeting with contractors was held today, February 10, 2020. The bids are required to be submitted by March 2, 2020. EIKON's contract did not include permitting and AG/CM requested EIKON to procure the permits. EIKON will bill ESD No 6 an additional \$5500 for the permits. The contractor bids will be evaluated against the criteria the ESD Board approved.

The rankings of the bids should be submitted to the Board at the ESD No 6 Board meeting on March 9, 2020. Construction costs have been increasing and the estimated cost should be between \$950 K and \$1.1 M for the projects. AG/CM and EIKON are working with TECQ to save as many oak trees as possible and meet the drainage requirements.

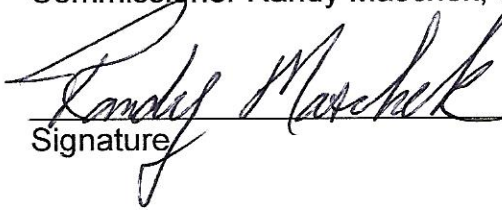
Agenda Item #12. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be on March 9, 2020 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.

Agenda Item #13. Adjourn

Commissioner Coley adjourned the meeting at 6:55 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6

 03/09/2020
Signature Date