

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
SEPTEMBER 14, 2020 Minutes

The Comal County Emergency Services District No. 6 Commissioners met telephonically on September 14, 2020 and had a representative at the Bracken Volunteer Fire Department (BVFD) Central Station located at 23600 FM 3009, San Antonio, Texas 78266. The dial in number for this meeting was (978) 990-5000, access code 348563. The meeting was recorded. This is a synopsis of the recorded minutes

Agenda Item #1. Call to order and establish quorum.

Commissioner Coley called the meeting to order at 6:00 P.M. All five Commissioners were present thus establishing a quorum. Commissioners Coley, Solomon, Waechter and Yannuzzi were present telephonically and Commissioner Maschek was at the BVFD Central Station on FM 3009 along with BVFD Fire Chief Donald Zipp. BVFD Board President Charlie Flink, Schertz EMS Operations Manager Brandon Hill and AG/CM contractor representative Sean Spyles were also present telephonically.

Agenda Item #2. Receive Public Comment on topics not posted on the meeting agenda. 3–minute limit per citizen.

No public comment

Agenda Item #3. Discussion and possible action on the ESD No. 6 District's 2021 budget that was adopted at our July 13, 2020 meeting.

Commissioner Maschek informed the Commissioners that based on our July 13, 2020 adopted budget of \$2,356,187.00 the Board would be able to adopt a lower 2020 Ad Valorem Tax Rate than the proposed 0.089829 / \$100 that was based on an incorrect taxable property value taken from the Comal County 2020 Tax Rate Calculation Worksheet for ESD No 6. The adjusted 2020 taxable property value (line 25) was used in the adopted budget and the 2020 total taxable value (line 21) should have been used to estimate the Ad Valorem income.

Agenda Item #4. Public Hearing on the adoption of the District's proposed 2020 Ad Valorem Tax Rate of \$0.089829 per \$100 valuation, consisting of a Debt Rate of \$0.00 per \$100 valuation and a Maintenance and Operations Rate of \$0.089829 per \$100 valuation. Public Comment

Charlie Flink commented that he appreciates what the ESD does for fire and EMS and supports the 2020 proposed Ad Valorem Tax Rate.

No other public comments were made.

Agenda Item #5. Discussion and record vote on the adoption of the 2019 Ad Valorem Tax Rate for Comal County Emergency Services District No 6.

Commissioner Maschek made a verbal correction to the agenda item stating that this was: Discussion and record vote on the adoption of the 2020 Ad Valorem Tax Rate for Comal County Emergency Services District No 6.

Commissioner Maschek made the following motion: I move the property tax rate be increased by the adoption of a tax rate of \$0.089385 per \$100 valuation, which is effectively a 3.4991percent increase in the tax rate. Commissioner Waechter seconded the motion and all Commissioners verbally voted yes unanimously approving the tax rate increase.

Agenda Item #6. Approval of the draft synopsis minutes of the August 10, 2020 regular meeting.

Motion to approve the draft synopsis minutes of the August 10, 2020 regular meeting as written was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #7. Update, discussion, and possible action on the construction of the BVFD Delafield Substation and BVFD Central Station renovation.

Chief Zipp informed the Board that the Delafield Station will be delayed due to a delay in the metal building construction materials. The pad, sidewalks and apron have been poured and the drains are plumbed. The Central Station is moving along and the sprinkler system is being installed and a location for the pumps required for the sprinkler system has been identified. AG/CM Sean Spyres informed the Board that the delay at the Delafield Station was caused by the design team and the manufacturing team being affected by COVID. The manufactured building materials are now expected to arrive at the end of October or the first week of November. The Central Station will require a 28000-gallon cistern to handle the sprinkler system. Sean spoke with Ms. Hobson and another gentleman from TCEQ last week regarding the ESD No 6 noncompliance with TCEQ and he provided a short summary:

“As of now you and the substation location are in compliance and we do not need to do the natural vegetative field to stay in compliance; it already exists and we just need to protect it during construction so we should be getting some money back from Seidel for this scope.

The issue lies from previous owner not being in compliance when they added a building and possible additional impermeable parking areas. When ESD bought the property this compliance issue became your problem and any fines/fixes will be ESD responsibility unfortunately.

I am currently working with Ms. Hobson and her supervisor to discuss what if any fines are going to be assessed to ESD. One positive item is we became in compliance with TCEQ when we submitted for construction and this will help our case.”

Sean will keep ESD No 6 posted of any changes. Chief Zipp also wanted to confirm that he is authorized to sign change orders and Commissioner Solomon reiterated to the Board that a Committee was formed and Chief was part of that Committee for the

construction which authorized him to sign the change orders. There were no objections from the ESD No 6 Board.

Agenda Item #8. Receive and take action on the Treasurer's report.

Commissioner Waechter provided a copy of the treasurer's report to each commissioner. As of August 31, 2020, the cash balance in bank accounts was \$2,720,738.50. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Coley. The motion passed unanimously.

Agenda Item #9. Take action on outstanding bills owed by the District.

Commissioner Waechter reported that there were two outstanding bills for approval by the District. An invoice from AG/CM each for \$3120.00 and a request for reimbursement from Commissioner Maschek for \$775.00 that he paid to publish the 2020 Notice of Tax Rates in ESD No. 6 (EMS and Fire) in the Herald Zeitung on September 4, 2020. Motion to pay the outstanding bills for the District was made by Commissioner Yannuzzi and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #10. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief reported that National Night Out was cancelled for Garden Ridge. BVFD will provide pamphlets to the schools on fire prevention. No firefighter visits to the schools are scheduled at this time. The annual breathing apparatus calibration / testing and bunker gear cleaning and inspection is ongoing. The departments new Pierce engine build is on schedule and two individuals from BVFD will go up to the Pierce plant in Wisconsin in mid-October to do the final engine inspection.

Agenda Item #11. Receive a report on the recent activities of the Schertz EMS.

Schertz EMS Operations Manager Brandon Hill gave a COVID update for the Schertz EMS region. Currently, 260 patients are hospitalized. Comal county has had 2,545 positive cases with 114 deaths. The state of Texas has had 653,356 cases and 14,000 deaths. Schertz EMS region is on the downward trend and is averaging one to two possible COVID cases every few days. The EMS (Medic 6), a peak hour truck, has been added for every Saturday and starting in October it will be added to Wednesdays. Medic 6 will operate during peak hours that were determined by historical call volume. This helps for coverage in the ESD 6 area. Also, the Guadalupe County contract has been secured for an additional three years.

Agenda Item #12. Receive a Bracken Volunteer Fire Department Board update.

BVFD Board of Directors President, Charlie Flink reported that during their August meeting there were just a few action items. The Board is preparing for their annual membership meeting which will occur virtually on October 13, 2020. A postcard with instructions for participating in the annual membership meeting will be mailed to each

ESD No 6 resident. The Board also agreed that when the new Central Station is completed new computers will be installed. Chaplain Skip Courter has been attending classes on crisis / trauma counseling and will be able to assist BVFD and other fire stations and organizations in handling crisis / trauma situations.

Agenda Item #13. Update, discussion and possible action on the investigation of firms and their associated cost for conducting a reserve study for ESD No 6. (Commissioner Solomon)

Commissioner Solomon reported that he is still working the Reserve Study with Armstrong Vaughan & Associates P.C. and by the next meeting should have information to share with the Board. Commissioner Solomon also thanked Commissioner Coley for coordinating the donation by the ESD No 6 Commissioners to the San Antonio 100 Club honoring Captain Brian Anderson.

Agenda Item #14. Review, discussion, and possible action on the BVFD contract for 2021.

Commissioner Coley summarized the advice we received from our lawyer Mr. Ken Campbell on the BVFD contract we had submitted for review. Bottom line is that our revised contract originally from 2015 through 2020 would not stand up in court according to Mr. Campbell and he recommended we utilize his standard contract.

Commissioner Maschek made a motion to approve the annual BVFD contract for 2021 that was sent to all ESD No 6 Commissioners. Commissioner Waechter seconded the motion. The motion was approved unanimously.


Agenda Item #15. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next special meeting will be telephonically on October 12, 2020 at 6:00 P.M. Cancellation of telephonic meeting will depend upon the Comal County COVID-19 restrictions.

Agenda Item #16. Adjourn

Commissioner Coley adjourned the meeting at 6:56 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6


Signature _____ Date 10/12/2020

After adjournment Commissioner Yannuzzi informed the ESD Board that this was his last meeting because he was moving out of the ESD No 6 District and that Commissioner Haag had been informed.