

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
May 10, 2021 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met telephonically on May 10, 2021. 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 telephonic meeting to order at 6:00 P.M. Commissioners Maschek, Solomon, Pierce and Waechter were present telephonically. BVFD Fire Chief Donald Zipp, BVFD Board President Charlie Flink and Schertz EMS Operations Manager Brandon Hill were 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. Approval of the draft synopsis minutes of the April 12, 2021 regular meeting.

Motion to approve the draft synopsis minutes of the April 12, 2021 regular meeting as written was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #4. Receive and take action on the Treasurer's report.

Commissioner Waechter provided a copy of the treasurer's report to each commissioner. As of April 30, 2021, the cash balance in bank accounts was \$1,418,364.81. Motion to accept the treasurer's report was made by Commissioner Pierce and seconded by Commissioner Maschek. The motion passed unanimously.

Agenda Item #5. Take action on outstanding bills owed by the District.

Commissioner Waechter reported that there was an invoice from Armstrong, Vaughan & Associates for \$5,500.00 for our ESD 2020 audit and an invoice from Burns Anderson Jury & Brenner our ESD No 6 lawyer for \$1240.00 for approval by the District. Motion to pay the outstanding bills for the District was made by Commissioner Maschek and seconded by Commissioner Pierce. The motion passed unanimously.

Agenda Item #6. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief reported that the Department is doing well and the final Seidel Bill was paid. The Department participated in the Garden Ridge Police Academy training and has also been conducting training with the Live Oak fire department. Chief is working new

signage for both stations and should have some estimates by our next ESD No. 6 meeting. Post construction landscaping for the Delafield Substation will be needed. The Department has been servicing vehicles and completing inspections of equipment as required.

Agenda Item #7. Receive a report on the recent activities of the Schertz EMS.

Schertz EMS Operations Manager Brandon Hill reported that Schertz EMS participated in the Garden Ridge Police Academy training. They provided an ambulance and explained their capabilities and how the Schertz EMS functions. Schertz EMS has been closely monitoring the COVID numbers and they have stabilized at about 220 cases daily across the region.

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

BVFD Board President Charlie Flink reported in April they had a face-to-face meeting in the main station. Everyone masked and socially distanced and everything went well. The first part of June BVFD will start looking at their 2022 budget so they can have it to the ESD by the end of June.

Agenda Item #9. Update, review, discussion and possible action on the ESD 2020 Audit results.

Commissioner Waechter reported that the ESD No. 6 audit was what he called a completely clean report with no negative comments or suggestions. The auditor from Armstrong & Vaughn who performed the audit for ESD No. 6 was a new individual who had never audited ESD No 6. The audit results were sent to the Comal County Auditor, Jessie Rahe, for review. The ESD No. 6 Board had no questions concerning the 2020 Audit.

Agenda Item #10. Update, review, discussion and possible action on the White Paper produced which highlights possibilities (unconstrained by money) that could be done to reduce response times along HWY 46 for ESD No 6 taxpayers.

Commissioner Coley informed the Board that Commissioner Whitcomb, the former ESD No. 2 President and current ESD No. 2 Assistant Treasurer, put together a White Paper report on Enhancing Community Fire/EMS Support Sharing Geography Between Comal County ESDs No. 2, No. 3 and No. 6. Commissioner Coley and Maschek have been communicating with Commissioner Whitcomb on how to get this White Paper to the lawyers of the three ESDs to get their opinion. Comal County Commissioner Scott Haag has been kept apprised of the ongoing negotiations. Chief Zipp will also try to find out how many homes outside of Copper Ridge we service along HWY 46. Commissioner Maschek will contact Mr. Ken Campbell to set up a meeting to talk about the White Paper and the legal options to provide the best service to our residents.

Agenda Item #11. Update, discussion and possible action on the ESD No 6 Reserve Study.

Commissioner Solomon had provided a draft read-ahead Reserve Study document to the ESD Board members. The reserve study is a guide for the future needs for the ESD to be able to provide quality Fire and EMS support. The Reserve Study allows the ESD to clearly see high-end expenses. It enables us to plan for these expenses more deliberately. We will have a visible method of providing our citizens and others an explanation for financial needs and reasoning for our tax basis. Commissioner Solomon suggested that he continue to work the Reserve Study with the Treasurer and Assistant Treasurer to see how we can work this into the budget and fund it appropriately. He suggested that we consider an operational reserve and an equipment facilities reserve fund with possibly two separate bank accounts. He will report back next month with a refined plan and recommendation for approval by the ESD Board.

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 June 14, 2021 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX 78266. A dial in number will be available.

Agenda Item #13. Adjourn

Commissioner Coley adjourned the meeting at 6:52 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6


Signature _____ Date 6/14/2021