

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
June 14, 2021 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met telephonically on June 14, 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, Pierce, Solomon and Waechter were present telephonically. BVFD Deputy Fire Chief Bill Anz, BVFD Board President Charlie Flink, Schertz EMS Operations Manager Brandon Hill, and Copper Ridge POA President Sue Martin and Secretary Bobbie Wolford 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. Approval of the draft synopsis minutes of the May 10, 2021 regular meeting.

Motion to approve the draft synopsis minutes of the May 10, 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 May 31, 2021, the cash balance in bank accounts was \$1,502,667.56. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Pierce. The motion passed unanimously.

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

Commissioner Waechter reported that there were three bills for approval by the District. There was an invoice from Armstrong, Vaughan & Associates for \$350.00 for Preparation of Reserve Analysis Study, an invoice from Milmedia Web Design for website support for \$133.74 and a reimbursement for \$125.00 to Commissioner Pierce for attending the Safe-D- Course on the ABCs of ESDs.

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.

Deputy Chief Bill Anz reported that the Department is doing well and they are working on getting the substation bay floor cleaned and sealed. Two of the bay doors at the substation that are under warranty are being fixed. Chief is still working with Sean Spyres to get the ADA inspection done. The ADA inspection was scheduled for 7 June 2021 but the inspector failed to show. Chief is working capital items for the 2022 budget. The Department will be sending three firefighters to Texas A&M Fire School the last week of July and a few firefighters will soon be sent to Swift Water Training.

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

Schertz EMS Operations Manager Brandon Hill reported that the City of Schertz finished up with its last COVID Vaccination Clinic on 10 June 2021. Brandon reported that the City of Schertz is completing the annexation of 142 acres of land located in Comal County approximately 3,500 feet southwest of the intersection of Doerr Lane and Bell North Drive. This was done in accordance with Ordinance No 21-A-04 and passed, approved and adopted on final reading the 2nd day of February, 2021. ESD No 6 received a Certified letter dated 10 May ,2021 informing them of the official annexation. Schertz EMS is ramping up for their safety training for the summer.

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

BVFD Board President Charlie Flink reported that they are working the BVFD 2022 Budget and will have it approved by their Board at their end of June meeting and to ESD No 6 for their July meeting and budget processing. The largest expense is personnel costs.

Agenda Item #10. Update, review, discussion and possible action on the ongoing discussions with ESD's No. 2, 3 and 6 representatives and their respective lawyers on what can be done to reduce response times along HWY 46 for ESD No 6 taxpayers.

Commissioner Coley reported that the personnel involved in the ongoing discussions to reduce response times along HWY 46 for ESD No.6 taxpayers are continuing to prepare and learn more about the laws and other precedents. The next working meeting of the personnel involved from the ESDs and their lawyers will take place the first part of the last week of June which will accommodate everyone's schedule. Commissioner Coley also informed everyone on the call of the Copper Ridge Emergency Easement through the Ollrich's Ranch that Comal County Commissioner Scott Haag had sent. Sue Martin asked if there was an agenda or options that will be discussed at the June meeting. Commissioner Coley informed her that an agreement between the ESDs will be looked at that will be beneficial to our citizens and mutually acceptable to all the ESDs. This interlocal agreement would be in support of all the citizens along the ESD No. 6 HWY 46 corridor. Sue Martin also asked how soon the POA of Copper Ridge would be notified of the outcome of the ESDs and their lawyers meeting at the end of June. She was informed that she would get feedback by the first part of July.

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

Commissioner Solomon sent all ESD No 6 Commissioners a copy of the proposed Reserve Study for ESD No. 6 for their review. This reserve study is a tool to be used in the budgeting process to help predict the major expenses and make sure we have funds available. Currently we have an Operational Reserve that we maintain at \$800,000.00 and in the Strategic Plan we said we could do this with 80% of the requirement which would be \$736,000.00. That would leave \$64,000.00 that could be flipped to the Equipment and Facility Reserve to give it a start. The last page of the study shows how we can start funding the Reserve Fund in 2022 with \$360,000.00 and increase that by 1% in the following years. There will be ebbs and tides but never would we go down to zero or below.

Commissioner Solomon made motion to adopt this Reserve Study for budgeting and planning and that we move \$64,000.00 from the Operational Reserve to the Equipment and Facility Reserve account. Commissioner Waechter seconded the motion. The motion passed unanimously.

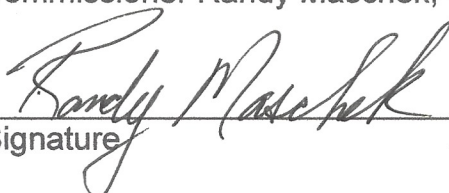
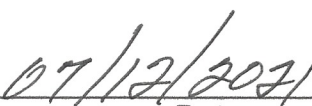
Agenda Item #12. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be on July 12, 2021 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX. 78266.

Agenda Item #13. Adjourn

Commissioner Coley adjourned the meeting at 7:00 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6

Signature Date