

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
August 9, 2021 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session August 9, 2021 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.

Commissioner Coley called the meeting to order at 6:00 P.M. Commissioners Maschek, Solomon and Waechter were present in person and Commissioner Pierce was present telephonically. BVFD Fire Chief Donald Zipp, Schertz EMS Director Jason Mabbitt and BVFD Board President Charlie Flink were present.

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 minutes of the July 12, 2021 regular meeting.

Motion to approve the minutes of the July 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 July 31, 2021, the cash balance in bank accounts was \$1,176,337.20. Motion to accept the treasurer's report was made by Commissioner Solomon and seconded by Commissioner Maschek. The motion passed unanimously.

Agenda Item #5. Take action on outstanding bills owed by ESD No. 6 District.

Commissioner Waechter reported that there were three bills for approval by the District. An invoice for \$700.00 from Burns Anderson and Jury & Brenner for legal work done by Ken Campbell, an invoice from SAFE-D for \$1100.00 for annual membership renewal, and a reimbursement to Commissioner Coley for \$150.00 for continuing education courses taken on the web. Motion to pay the outstanding bills for the District was made by Commissioner Solomon and seconded by Commissioner Coley. 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 call volume has increased and the calls related to positive COVID cases have increased. Three fireman completed fire training at Texas A&M and later this week three firemen will participate in day and night

swift water training. The Department is scheduled for an ISO inspection on August 24, 2021. Chief Zipp received bids on three capital projects required for the Delafield Station. A new roof for the manufactured home (\$13,237.21), water softener (\$2786.75) and bay floor sealing for about (\$22,000.00). Chief is working with insurance on the new roof and is also trying to contact TCEQ in reference to the draining of the water softner. Signage bids for both stations are still being worked.

A motion to have the bay floor of the Delafield Station sealed for a cost not to exceed \$22,000.00 was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

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

Schertz EMS Director Jason Mabbitt reported that with the recent increase of COVID cases they have been extremely busy with in excess of 1000 calls over the last month. Schertz EMS has a large stockage of PPE should BFVD need any. Jason has requested a fiscal year budget increase from the city of Schertz to have a float paramedic. Currently the department has a float EMT to backfill shift vacancies and the float paramedic would do the same. Pending availability of this EMT and paramedic the department is working to have a float EMS vehicle and crew to augment peak hours on the busiest days which are currently Monday, Thursday, and Friday from 7 AM to 7 PM.

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

Bracken Volunteer Fire Department Board President Charlie Flink said that he had nothing to report from their Board.

Agenda Item #9. Update, review, discussion and possible action on a Draft Interlocal Agreement with ESD's No. 2 and 3.

A draft Interlocal agreement between Comal County ESD No. 6 and Comal County ESD's 2 & 3 is still being worked by legal counsel, Ken Campbell. There was no draft document to discuss.

Agenda Item #10. Review, discussion and possible action on the ESD No. 6 budget for 2022.

Commissioner Waechter provided each Commissioner a copy of a draft 2022 budget for ESD No 6. (Encl 1) The Commissioners discussed the budget the various lines of the budget which was formulated utilizing the ESD No. 6 Strategic Plan. This Strategic Plan was developed with significant input from citizens of the ESD No. 6 District. Commissioner Waechter made a motion to approve the ESD No 6 Budget for 2022 of \$2,782,153. Commissioner Solomon seconded the motion. The motion was approved unanimously.

Agenda Item #11. Review, discussion and action on setting a proposed 2021 Ad Valorem Tax Rate for ESD No. 6.

Commissioner Waechter made the following motion on the 2021 Ad Valorem Tax Rate for Comal County Emergency Services District No. 6: "I move that the proposed (M&O) property tax rate for Comal County ESD No 6 be set at 0.095492 / \$100". The motion was seconded by Commissioner Solomon. The motion passed unanimously. Commissioners Coley, Maschek, Pierce, Solomon and Waechter each voted yes to the (M&O) property tax rate of 0.095492 / \$100 tax rate.

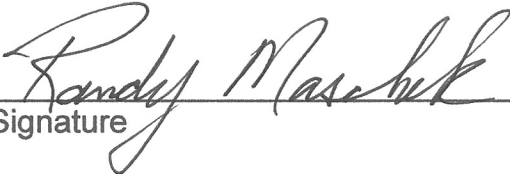
Agenda Item #12. Set date, time, and location for next meeting of ESD No. 6.

All commissioners agreed that the next regular meeting will be on September 13, 2021 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 7:00 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6

 9/13/2021
Signature Date

Encl: 1 (Draft 2022 Budget for Comal County ESD No. 6)

Draft 2022 Budget
Comal County Emergency Services District No. 6
Using No New Revenue Rate (NNR) 08/07/2021

Revenues

Ad Valorem Taxes		2,109,341
Interest		5,000
Intergovernmental-Sales Tax		667,812
Refunds/Sale of Equipment		-
Other Revenue (refund of prior year payments to BVFD)		-
	Subtotal	<u>2,782,153</u>

Expenses

1 First Responder and Fire Services		1,787,300
2 Schertz Emergency Services		148,870
Payments to cover highway 46 response time issues		260,000
3 Other Expense (See Below)		16,825
4 Appraisal & Tax Collector District Fees 1% of tax revenue		20,575
5 Reserve study first year funding		363,600
Capital expenditures and deficit from 2021		184,983
	Subtotal	<u>2,782,153</u>

2021 Adjusted Taxable Value	\$2,208,919,157	tax rate calculation
No New Revenue tax rate		0.0954920 section 8 NNR rate
Property taxes	\$2,109,341	

Sales tax based on last 12 months	
5 months of 2020	283457
7 months of 2021	384355
total	667812
average collection	55,651
12 months	667,812

1 Bracken passed budget at last meeting	1,787,300.00
2 Schertz has agreed to 2022 amount	148,870.00
3 Other Expenses:	
Website Support	150.00
Clerk Fee to Post Agenda	100.00
Audit Fee	5,500.00
Special Collections Fee	250.00
Commissioners Education Expenses	1,000.00
ESD Treasure's Bond	425.00
Insurance Paid to VFIS	1,500.00
SAFE D Conference Fees	1,000.00
SAFE-D Membership Fees	1,100.00
Attorney Fees	3,500.00
Publications and Notices including ads for rate setting	800.00
Travel Expense	1,000.00
Office Expense	500.00
Total Other	<u>16,825.00</u>

Encl 1 (Draft 2022 Budget for Comal County ESD No. 6)