

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6**  
**May 8, 2023 MINUTES**

The Comal County Emergency Services District No. 6 Commissioners met in regular session May 8, 2023 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, Smith, Solomon and Brown were present. BVFD Fire Chief Donald Zipp and Schertz EMS representative Brandon Hill were also 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 draft minutes of the April 10, 2023 regular meeting.

Motion to approve the minutes of the April 10, 2023 regular meeting as written was made by Commissioner Solomon and seconded by Commissioner Smith. The motion passed unanimously.

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

Commissioner Smith provided a copy of the treasurer's report to each commissioner. As of April 30, 2023, the cash balance in bank accounts was \$2,822,876.07. Motion to accept the treasurer's report was made by Commissioner Solomon and seconded by Commissioner Brown. The motion passed unanimously.

**Agenda Item #5.** Take action on the Treasurer's recommended monthly movement of funds from the General Money Market to the Facilities and Equipment Reserve Account.

Commissioner Smith moved that 1/12<sup>th</sup> of the annual total budgeted amount per reserve account be transferred from the General Money Market Account to the Facilities and Equipment Reserve Account. Commissioner Maschek seconded the motion. The motion passed unanimously.

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

Commissioner Smith reported that there were three bills for approval by the District. An invoice for \$1,957.50 from Baseline Corporation for professional Services on work performed by Urban Engineering updating the ESD No. 6 Shapefile from March 1, 2023 to March 31, 2023; an invoice for \$25.00 from Burns Anderson and Jury for lawyer's fees; and an invoice for \$405.55 from TBS Web Design for the ESD No. 6 website

upgrade. Commissioner Smith moved that we pay our outstanding bills. Commissioner Solomon seconded the motion. The motion passed unanimously.

**Agenda Item #7.** Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief Zipp reported that the 2012 pumper was in the shop for an oil leak and the Ford brush truck was in for an engine light. The new Ford 4X4 truck is getting emergency lighting installed and also the detailed markings. The camper shell for the 4X4 should be in by the end of May. The Department will begin annual cancer screening and annual physicals near the end of May and the first part of June. BVFD and the Garden Ridge Police will conduct a Pancake Breakfast at Paul Davis Park on June 24, 2023.

**Agenda Item #8.** Receive a report on the recent activities of the Schertz EMS.

Schertz EMS representative Brandon Hill reported that Schertz EMS is currently short two paramedics and has been very busy with the high call volume. The department has received one new ambulance and is finishing a remount of an EMS box on a new chassis. The EMS Director has been busy working the new FY budget for the Department which should be presented to the city in June.

**Agenda Item #9.** Review, discussion, and possible action on the Emergency Medical Services Interlocal Agreement with the City of Schertz.

The Commissioners discussed the new contract for EMS services with the City of Schertz and were aware of the 6% increase for CY2024. There was concern over the paragraph requiring ESD support in recovering EMS collection fees from our citizens. Commissioner Maschek will forward the new contract for CY 2024 and four succeeding years to our ESD No. 6 Lawyer Ken Campbell for review as recommended by the Board.

**Agenda Item #10.** Receive a Bracken Volunteer Fire Department Board update.

There was no BVFD Board representative present and Chief reported that the Annual Audit is being finished up for the department.

**Agenda Item #11.** Provide an update to the ESD No. 6 website redesign project.

Commissioner Solomon thanked the Commissioners for their input on the website redesign and reported that the updated website should be functional by the end of the week.

**Agenda Item #12.** Receive an update on the Shape file development being done by Urban Engineering.

Commissioner Maschek reported that Chief Zipp met with Mr. Chance Srp the project manager for the ESD No. 6 Shapefile Boundary and finalized the Schertz / ESD No. 6 boundary. Chief Zipp has reviewed the ESD No. 6 boundaries as presented by the developer and they appear accurate. Commissioner Coley wanted to know who above

ESD No. 6 approves the Shapefile. Commissioner Maschek will check with ESD No.3 and our ESD No. 6 Lawyer.

**Agenda Item #14.** Set date, time, and location for next meeting of ESD No.6.

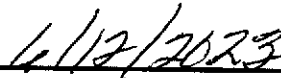
All commissioners agreed that the next regular meeting will be June 12, 2023 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.78266

**Agenda Item #16.** Adjourn

Commissioner Coley adjourned the meeting at 6:46 P.M.

Commissioner Randall P. Maschek, Secretary, ESD No. 6





Signature

Date