

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
June 18, 2024 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session June 18, 2024 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, Solomon and Smith were present. Commissioner Brown was absent. BVFD Assistant Fire Chief Bill Anz was 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 May 16, 2024 regular meeting.

Motion to approve the minutes of the May 16, 2024 regular meeting as written was made by Commissioner Solomon and seconded by Commissioner Smith. The motion passed unanimously.

Agenda Item #4. Discussion and possible action on the 2023 Comal County ESD No 6 annual audit report conducted and submitted by Armstrong, Vaughan & Associates, P.C. to the Comal County Auditor, Jessie Rahe on 22 May 2024.

Commissioner Smith made a motion to accept the 2023 Comal County ESD No 6 annual audit report conducted and submitted by Armstrong, Vaughan & Associates, P.C. to the Comal County Auditor, Jessie Rahe on 22 May 2024. Commissioner Solomon seconded the motion. The motion passed unanimously.

Agenda Item #5. Receive and take action on the Treasurer's report.

Commissioner Smith provided a copy of the treasurer's report to each commissioner. As of May 31, 2024, the cash balance in bank accounts was \$3,775,893.47. Motion to accept the treasurer's report was made by Commissioner Smith and seconded by Commissioner Solomon. The motion passed unanimously.

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

Commissioner Smith reported that there were 4 bills for approval by the District plus the three quarterly contract payments. An invoice for \$28,755.96 from BVFD for the purchase of a Stryker Lucas Device for the Waechter Station; an invoice from TBS Web design for \$178.00 for our ESD webpage that was paid by Commissioner Solomon; an invoice for \$325.00 from Burns Anderson Jury & Brenner, L.L.P. for lawyer services;

and a reimbursement of \$15.10 to Commissioner Solomon for mailing expense of RFQ Project Management packets for future construction at the Comal County ESD No 6 Waechter Sub-Station. The three quarterly contract payments due 1 July 2024. are: BVFD (\$553,200.00), Schertz EMS (\$39,824.31) and the ESD No. 3 ILA (\$68,863.50). Commissioner Maschek motioned that we pay our outstanding bills and our three contract payments. Commissioner Smith seconded the motion and the motion passed unanimously.

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

Assistant Chief Anz reported that the Department has put the Stryker Lucas device in service at the Waechter Station. The fan for main station bay is most likely to come in under the \$25,000 ESD has budgeted. The tender truck is still on schedule. The pancake breakfast with Garden Ridge Police raised \$6,100.

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

No Schertz EMS representative was present.

Agenda Item #9. Review, discussion, and possible action on the Emergency Medical Services Interlocal Agreement with the City of Schertz for Schertz FY 2024 and ESD No. 6 CY 2024

Commissioner Maschek presented the budget worked up for CY 2025 with Schertz EMS for their FY 2025 and ESD No. 6 CY 2025 budget. Commissioner Maschek made a motion to amend the Agenda Item #9 to read: Review, discussion, and possible action on the Emergency Medical Services Interlocal Agreement with the City of Schertz for Schertz FY 2025 and ESD No. 6 CY 2025. The amount to be paid to Schertz for EMS would be \$164,634.40 for ESD No. 6 budget for calendar year 2025. This information will be forwarded to Schertz EMS for approval.

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

No BVFD Board representative was present.

Agenda Item #11. Update, discussion and action, if necessary, on the RFQ for Program/Project Management Service for future construction at the Comal County ESD No 6 Waechter Sub-Station.

Commissioner Solomon stated that he was awaiting a response from our ESD No. 6 lawyer; Mr. Ken Campbell regarding the on-going acquisition process pertaining to the Request for Qualifications for Program/Project Management Services.

Agenda Item #12. Update and discussion on reports received from our Consulting Service Agreement Contract with HdL Companies.

Commissioner Solomon reported that there was no update from HdL Companies.

Agenda Item #13. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be July 16, 2024 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.78266

Agenda Item #14. Adjourn

Commissioner Coley adjourned the meeting at 6:35 P.M.

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



Signature



Date