

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6**  
**August 12, 2024 MINUTES**

The Comal County Emergency Services District No. 6 Commissioners met in regular session August 12, 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 Brown, Maschek, Solomon and Smith were present. BVFD Fire Chief Donald Zipp and Schertz EMS Operations Officer, 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 July 16, 2024 regular meeting.

Motion to approve the minutes of the July 16, 2024 regular meeting as written was made by Commissioner Solomon and seconded by Commissioner Brown. 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 July 31, 2024, the cash balance in bank accounts was \$3,353,749.66.

Motion to accept the treasurer's report was made by Commissioner Smith and seconded by Commissioner Solomon. The motion passed unanimously.

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

Commissioner Smith reported that there were seven bills for approval by the District. Reimbursement for SAFE-D continuing education on-line class to Commissioner Coley (\$35.00) and Commissioner Solomon (\$35.00). Reimbursement to Commissioner Solomon (\$15.00) for RFP package postage. Reimbursement to Commissioner Maschek for (3.46) for UPS PDF of Schertz Annexation maps. SAFE-D invoice (\$1100.00) annual renewal fee. Reimbursement to BVFD for fan installation in Main Station Bay (\$18,930) and an invoice of (\$125.00) from our lawyer at Burns Anderson and Jury & Brenner. Motion to pay the outstanding bills was made by Commissioner Brown and seconded by Commissioner Solomon. The motion passed unanimously.

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

Chief Zipp reported that the Department supported the funeral of a past BVFD Fire Chief who was Chief prior to his taking over as Chief. The fans have been installed in the bay of the Central station. The alarm company and electrician will have to wire the fans to shut down if a fire is detected.

**Agenda Item #7.** Review, discussion and possible action on the cost estimate of the asphalt seal coat at the Central Station and the bay lighting being changed to LED lighting at the Central Station.

The ESD Board discussed the asphalt seal coat at the Central Station and the Waechter Station. Commissioner Maschek made a motion that the asphalt seal coating be done at both stations at a cost not to exceed \$8000.00. Commissioner Solomon seconded the motion. The motion passed unanimously. Chief Zipp is still working a quote for the Central Station bay lighting being changed to LED.

**Agenda Item #8.** Review, discussion and action on amending the July 2024 motion under Agenda Item #6 to have cameras and appropriate equipment installed at a price not to exceed fifteen thousand dollars.

The ESD Board reviewed and discussed amending the July 16, 2024 motion under Agenda Item #6 to have cameras and appropriate equipment installed at a price not to exceed fifteen thousand dollars. Commissioner Coley made a motion that the cameras be installed and the three-year licensing fee be paid at a price not to exceed \$25,000.00. Commissioner Smith seconded the motion. The motion passed unanimously.

**Agenda Item #9.** Receive a report on the recent activities of the Schertz EMS.

Schertz EMS Operations Officer, Brandon Hill, reported that Schertz EMS is fully staffed and they will be picking up a new ambulance this month.

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

No BVFD member was present.

**Agenda Item #11.** Review, discussion and possible action on the ESD No 6 draft-budget for 2025.

The ESD Board reviewed and discussed the 2025 ESD No. 6 Draft Budget. Commissioner Maschek noted the VAR for Ad Valorem Taxes alone for tax year 2024 will not cover our three 2025 contracts for Fire and EMS.

**Agenda Item #12.** Review, discussion and action on setting the proposed 2024 Ad Valorem Tax Rate.

Commissioner Maschek made a motion that we Propose a Comal County ESD No. 6 Tax Rate of 0.086149 with and M&O Rate 0.086149 and an I&S Rate 0.000000. The Record Vote: Commissioners Coley, Solomon, Maschek, Smith and Brown all voted (For) the Proposal. The motion passed unanimously.  
Encl 1: (Record Vote August 12, 2024)

**Agenda Item #13.** Discussion and action on setting the date, time and location to hold a public hearing on the proposed 2024 Ad Valorem Tax Rate.

The ESD Board will hold a Public Hearing on the 2024 Ad Valorem Tax Rate at a Special Meeting on August 21, 2024 at 6:00 PM at the Bracken Volunteer Fire Department Central Station at 23600 FM 3009, San Antonio, Texas 78266. ESD No. 6 will also adopt their 2025 Budget and adopt the 2024 Ad Valorem Tax Rate at the Special Meeting.

**Agenda Item #14.** 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 sent UPS packets to three Vendors for quotes for Program/Project Management Service for future construction at the Comal County ESD No 6 Waechter Sub-Station. The suspense for vendor responses is August 15, 2024.

**Agenda Item #15.** Update and discussion on reports received from our Consulting Service Agreement Contract with HdL Companies.

Commissioner Solomon noted that HdL has been conducting routine business and there is nothing specific to report.

**Agenda Item #16.** Review, discussion and action on adding Mr. Trainer, from Chesmar Homes to the September ESD No. 6 agenda to discuss donating land in their development for an ESD 6 Station.

Commissioner Coley opened discussion on adding Mr. Trainer, from Chesmar Homes to the September ESD No. 6 agenda to discuss donating land in their development for a future ESD 6 station. Commissioner Maschek made a motion that Commissioner Coley invite Mr. Trainer to our September meeting to discuss donating land in their development for a future ESD station. Commissioner Solomon seconded the motion. The motion passed unanimously.

**Agenda Item #17.** Set date, time and location for next meeting of ESD No. 6.

All commissioners agreed that the next regular meeting will be September 23, 2024 at 5:30 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.78266

**Agenda Item #18.** Adjourn.

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

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



Signature



Date

Encl 1: (Record Vote August 12, 2024)



# TRUTH-IN-TAXATION

Jurisdiction Comal County Emergency Services District No. 6

Type the full legal name of your jurisdiction

Proposed Tax Rate 0.086149 | M&O Rate 0.086149 | I&S Rate 0.000000

## RECORD VOTE - Quorum Voting Members

RECORD VOTE - Quorum Voting Members		Date of Meeting
i) <input checked="" type="checkbox"/> FOR the proposal <input type="checkbox"/> AGAINST the proposal <b>Herbert A. Coley</b> Voting Member	<input checked="" type="checkbox"/> PRESENT and not voting <input type="checkbox"/> ABSENT <b>President</b> Title	
ii) <input checked="" type="checkbox"/> FOR the proposal <input type="checkbox"/> AGAINST the proposal <b>Jim Solomon</b> Voting Member	<input checked="" type="checkbox"/> PRESENT and not voting <input type="checkbox"/> ABSENT <b>Vice-President</b> Title	
iii) <input checked="" type="checkbox"/> FOR the proposal <input type="checkbox"/> AGAINST the proposal <b>Randall P. Maschek</b> Voting Member	<input checked="" type="checkbox"/> PRESENT and not voting <input type="checkbox"/> ABSENT <b>Secretary</b> Title	
iv) <input checked="" type="checkbox"/> FOR the proposal <input type="checkbox"/> AGAINST the proposal <b>Kachina B. (Kay) Smith</b> Voting Member	<input checked="" type="checkbox"/> PRESENT and not voting <input type="checkbox"/> ABSENT <b>Treasurer</b> Title	
v) <input checked="" type="checkbox"/> FOR the proposal <input type="checkbox"/> AGAINST the proposal <b>Walter C. Brown</b> Voting Member	<input checked="" type="checkbox"/> PRESENT and not voting <input type="checkbox"/> ABSENT <b>Assistant Treasurer</b> Title	
vi) <input type="checkbox"/> FOR the proposal <input type="checkbox"/> AGAINST the proposal  Voting Member	<input type="checkbox"/> PRESENT and not voting <input type="checkbox"/> ABSENT  Title	

Truth-In-Taxation (Rev. 1.5.2021)

Comal County

*12 AUG 2024*  
*Randall P. Maschek Secretary Comal County ESD No. 6*  
 Encl: 1: (Record Vote August 12, 2024)