

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
March 11, 2024 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session March 11, 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 Fire Chief Donald Zipp and Schertz EMS Director Jason Mabbitt 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 draft minutes of the February 5, 2024 regular meeting.

Motion to approve the minutes of the February 5, 2024 regular meeting as written was made by Commissioner Smith and seconded by Commissioner Coley. The motion passed unanimously.

Agenda Item #4. Approval of the draft minutes of the February 8, 2024 special meeting.

Motion to approve the minutes of the February 8, 2024 special meeting as written was made by Commissioner Smith and seconded by Commissioner Coley. 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 January 31, 2024, the cash balance in bank accounts was \$3,861,290.03. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Coley. The motion passed unanimously. At the April meeting, Commissioner Smith will provide a comparison of property and sales taxes for the first three months of 2024 compared to 2023.

Agenda Item #6. Take action on the Treasurer's recommended monthly movement of funds from the General Money Market to the two Reserve Accounts.

Commissioner Smith moved that we fully fund from the First United General MM Acc #7840 the two reserve accounts for all 12 months of CY 2024 in their respective TexPool Accounts (\$493,402 in Facilities and Equipment Reserve TP #0001 and

\$104,705 in Operational Reserve TP #0003) and that we leave \$20,000 in the Schertz General MM Account #7840 and transfer the remaining funds to the General TexPool account #0002. Commissioner Solomon seconded the motion. The motion passed unanimously.

Agenda Item #7. Take action on outstanding bills owed by ESD No. 6 District.

Commissioner Smith reported three quarterly contract payments were due 1 April 2024. The three quarterly contract payments are: BVFD (\$553,200.00), Schertz EMS (\$39,824.31) and the ESD No. 3 ILA (\$68,863.50). Commissioner Smith moved that we pay our outstanding bills. Commissioner Solomon seconded the motion. The motion passed unanimously.

Agenda Item #8. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief Zipp reported that he will be meeting this week with the Pierce representative to finalize the specifications for the new water tender truck. The vehicle will be produced in Florida. The Waechter Station had some asphalt repair at the end of the concrete apron. One fireman left since our last ESD meeting and the department is reviewing applications for a replacement. The department has training and maintenance ongoing.

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

Schertz EMS Director Jason Mabbitt reported that they have been very busy and the department supported an Air Show at Laughlin AFB in March. Director Mabbitt has been busy completing a mandatory 12-page (TAS) Texas Ambulance Support Program Reimbursement or Medicare report for the state. Currently, he is now completing a "Charity Care report" for the state to get reimbursed for services provided that were never reimbursed to Schertz EMS. Schertz also implemented the new Patient Care Report the first of March 2024.

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

No BVFD Board member was present and Chief Zipp had nothing to report from the Board.

Agenda Item #11. Update, discussion and action, if necessary, on possible new construction at the Comal County ESD No 6 Waechter Sub-Station.

Commissioner Solomon reported that he is researching the ways we can go about hiring a Professional Service Company to assist us with pursuing the planning and construction of a facility to replace the manufactured home at the Waechter Substation. He will present an update at our next board meeting in April.

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

Commissioner Solomon brought a copy of the reports that can be generated from the HdL Companies system. Some of the reports are confidential and would not be available in an open ESD Board Meeting. Reports will be provided at future meetings if there are substantial changes.

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 April 8, 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 6:46 P.M.

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



Signature



Date