

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6**  
**May 16, 2024 MINUTES**

The Comal County Emergency Services District No. 6 Commissioners met in regular session May 16, 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 was 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 8, 2024 regular meeting.

Motion to approve the minutes of the April 8, 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 April 30, 2024, the cash balance in bank accounts was \$3,664,136.86. 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 two bills for approval by the District. An invoice for \$6,500.00 from Armstrong, Vaughan & Associates, P.C. for conducting our 2023 ESD No. 6 audit and an invoice for reimbursement to BVFD for \$11,787.00 for the purchase of a battery-operated extraction device from DBA-Advanced Rescue Systems. Commissioner Brown made a motion that the ESD pay the outstanding bills. Commissioner Solomon seconded the motion. The motion passed unanimously.

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

Chief Zipp reported that the Pierce water tender truck is on schedule for delivery in September or October and Chief is continuing to order the loose equipment needed to put the new tender in full service. The department has been very busy with EMS calls and several calls involved traumatic injuries. The new battery-operated extraction device (Capital Item) will be utilized by the Waechter Station. Chief is now working on

procuring another Capital Item which is a large fan for the main station bay area. Due to price increases for the fan and electrical work required the \$25,000 budget for the fan may not be sufficient and ESD may need to increase our capital expenditure estimate. Chief has also been working with Schertz on the property New Braunfels annexed from ESD No. 6. June 1, 2024 is the BVFD / Garden Ridge Police annual pancake breakfast at Paul Davis Park.

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

No Schertz EMS representative was present for the meeting.

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

No BVFD Board member was present. Chief Zipp reported that their BVFD audit was complete.

**Agenda Item #9.** Update, discussion and action, if necessary, on possible new construction at the Comal County ESD No 6 Waechter Sub-Station.

Commissioner Solomon informed the Board that the draft RFQ for Program/Project Management Service was finalized and reviewed by our Attorney (Ken Campbell). The RFQ will be released on May 17, 2024 with a due date of June 7, 2024. The proposed ESD No. 6 project is the replacement of Operations, Crew Quarters, and Storage Facility, ESD No. 6 Bill Waechter Substation. Construction of an Operations Center with Crew Quarters and Storage Facility to support the Waechter Sub-Station located at Highway 1863 and Delafield Dr., Comal County, TX. This project will include the destruction and removal of an existing pre-fabricated building that exists on this property.

**Agenda Item #10.** Update and discussion on reports received from our Consulting Service Agreement Contract with HdL Companies.

Commissioner Solomon reported that he had nothing to report from HdL.

**Agenda Item #11.** Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be June 18, 2024 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.78266

**Agenda Item #12.** Adjourn

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

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

  
Signature

  
Date