

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
September 23, 2024 MINUTES

The Comal County (CC) Emergency Services District No. 6 Commissioners met in regular session September 23, 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 5:30 P.M. Commissioners Brown, Maschek and Solomon were present. Commissioner Smith was absent. BVFD Fire Chief Donald Zipp and BVFD Board members Skip Courter and Jackie Mitchell 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. Receive a briefing from Mr. Trainer, a representative for Chesmar Homes, on a new development and possible donation of land to Comal County ESD No. 6.

Mr. Carson Trainer presented the CC ESD Board members with a diagram of the 840 acres of land that Chesmar Homes recently purchased for development off Hwy 46 in the northwest quadrant of CC ESD No. 6's district. Chesmar is planning to build out the site called Purlsong with approximately 1900 homes. In addition to the Chesmar homes New Braunfels ISD owns about 200 acres in the center of the Chesmar development. New Braunfels ISDs 200 acres plus an additional 15 acres donated by Chesmar will accommodate an Elementary School, Middle School, High School and a sports complex. The first full year of home building should commence in 2026 with the full build out of homes in the mid-2030s timeframe. Purlsong is totally in Comal County and will not be annexed by New Braunfels. Chesmar is considering Emergency Services and they have about 4 acres of property off HWY 46, in the front of the development, that could accommodate a new fire station for CC ESD No. 6. The Board thanked Mr. Trainer for the briefing and will get back with him in the future.

Agenda Item #4. Approval of the draft minutes of the August 12, 2024 regular meeting.

Motion to approve the minutes of the August 12, 2024 regular meeting as written was made by Commissioner Solomon and seconded by Commissioner Brown. The motion passed unanimously.

Agenda Item #5. Approval of the draft minutes of the August 21, 2024 special meeting.

Motion to approve the minutes of the August 21, 2024 special meeting as written was made by Commissioner Solomon and seconded by Commissioner Brown. The motion passed unanimously.

Agenda Item #6. Discussion and action on reimbursement to BVFD for purchasing two laptop computers for use on Engine No 81 and No 82 and a radio for the water tanker on order.

Commissioner Coley made a motion to approve the reimbursement to BVFD for two laptop computers for use on Engine No 81 and No 82 and a radio for the water tanker on order. Commissioner Maschek seconded the motion. The motion passed unanimously.

Agenda Item #7. Discuss and take action on adding \$100.00 to our Comal County Clerk's Office Account Number 143 used for posting fees of ESD No. 6 agendas.

Commissioner Solomon made a motion to approve \$100.00 be added to the Comal County Clerk's Office Account Number 143 used for posting fees of ESD No. 6 agendas. Commissioner Maschek seconded the motion. The motion passed unanimously.

Agenda Item #8. Receive and take action on the Treasurer's report.

Commissioner Brown provided a copy of the treasurer's report to each commissioner. As of August 31, 2024, the cash balance in bank accounts was \$3,434,879.47

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

Agenda Item #9. Take action on outstanding bills owed by ESD No. 6 District.

Commissioner Brown reported that there were three bills for approval by the District plus the three quarterly contract payments.

Reimbursement to BVFD for two laptop computers (\$4657.50) and a radio (\$8484.23) totaling \$13,142.73. Sending \$100.00 to Comal County Clerk's office for CC ESD No. 6 Account #143 that is used for payment to post monthly and special meeting agendas at the Comal County Court House. An invoice of (\$100.00) from our lawyer at Burns Anderson and Jury & Brenner for professional services. The three quarterly contract payments due 1 October 2024. are: BVFD (\$553,200.00), Schertz EMS (\$39,824.31) and the ESD No. 3 ILA (\$68,863.50). Motion to pay the outstanding bills and three contract payments was made by Commissioner Coley and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #10. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief Zipp reported that the Department is functioning smoothly and all the camera security equipment has been installed and the department is learning how to monitor the system. The blacktop sealing that was approved for both stations should be completed in October or early November. Fire prevention training is underway and the Church's daycare and elementary schools will be completed the second week of October. The department will also support National Night out the first Tuesday of October.

Agenda Item #11. Receive a report on the recent activities of the Schertz EMS.

No Schertz EMS representative was present.

Agenda Item #12. Receive a Bracken Volunteer Fire Department Board update.

No BVFD Board update was presented.

Agenda Item #13. Update, discussion and action, if necessary, on Program/ Project Management Services for future new construction at the ESD No 6 Waechter Sub-Station.

Commissioner Solomon reported that the ad hoc committee had received only one response from the three professional service firms selected to be sent the ESD's Request for Qualifications. The response was evaluated based on the specified evaluation criteria from the RFQ. In addition, references were contacted. As a result of the evaluation and responses from references, the ad hoc committee made a recommendation that the response to our Request for Qualifications be accepted. Commissioner Maschek made a motion to accept the ad hoc committee recommendation and proceed with the next steps. The motion was seconded by Commissioner Coley. The motion was unanimously approved. Commissioner Solomon stated that the next step is to arrange a meeting with the professional services company.

Agenda Item #14. Update and discussion on reports received from our Consulting Service Agreement Contract with HdL Companies and continuing the contract with HdL Companies.

Commissioner Solomon noted that HdL has been conducting routine business and there is nothing specific to report. He recommended that we review the cost effectiveness of the HdL contract in April 2025 to determine if the Board will continue or terminate the HdL Contract.

Agenda Item #15. Set monthly meeting date, time and location for the next regular meeting of ESD No. 6.

All commissioners agreed that the next regular meeting will be Tuesday, October 22, 2024 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 6:21 P.M.

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


Signature


Date