

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
May 12, 2025 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session May 12, 2025 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 7:30 P.M. Commissioners Brown, Maschek, Solomon and Smith were present. BVFD Fire Chief Donald Zipp and BVFD Board Member Skip Courter 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. Receive and possible action on the out brief of the 2024 Comal County ESD No 6 annual audit report conducted by Armstrong, Vaughan & Associates, P.C. (Armstrong Vaughn & Associates).

Ms. Deborah Fraser, CPA CGMA and the Director of Nonprofits from Armstrong, Vaughan & Associates provided each ESD Board member a copy of our 2024 ESD No. 6 Discussion Draft Audit. Deborah then proceeded to provide an overview of our ESD 6 audit by highlighting various pages of the audit. Ms. Fraser reported that there was really nothing out of the ordinary and Armstrong, Vaughan & Associates provided an unmodified opinion which is basically an A if you were to look at a grading system. It means that the financial statements were audited and they did not find any mistakes. She also stated that there was no necessity to change the way we account for our funds on a monthly basis with the Treasurer's report and supporting documents. It was brought to the ESD No. 6 Board's attention that they need to annually approve their investment policy and quarterly investment reports need to be produced. Deborah did suggest that we may want to look at a 5-year investment plan and Commissioner Solomon informed her that we are following the 5-year investment plan that her company helped us produce. The finalized 2024 Comal County ESD No. 6 Audit will be sent to the Comal County Auditor, Jessie Rahe before May 31, 2025. The ESD No. 6 Board had no further questions. Commissioner Smith will make sure that the required signed documents to finalize the audit are sent to Armstrong, Vaughan & Associates. Commissioner Maschek made a motion to approve the 2024 ESD No. 6 audit. Commissioner Smith seconded the motion. The motion passed unanimously.

Agenda Item #4. Approval of the draft minutes of the April 21, 2025 regular meeting.

Motion to approve the draft minutes of the April 21, 2025 regular meeting as written was made by Commissioner Solomon and seconded by Commissioner Smith. 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 April 30, 2025, the cash balance in bank accounts was \$4,759,387.32. Motion to accept the treasurer's report was made by Commissioner Brown and seconded by Commissioner Solomon. The motion passed unanimously.

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

Commissioner Smith reported that there would be a bill to be paid before our next meeting from the company that provides our webpage (Top Sarge). Commissioner Smith made a motion to pay the Top Sarge bill upon receipt up to \$200.00. Commissioner Solomon seconded the motion. The motion passed unanimously.

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

No representative from Schertz EMS was present.

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

Chief Zipp reported that they had 13,000 feet of hose inspected and tested of which 300 feet of hose failed inspection/testing and will be replaced. The Water Tender Truck is in San Antonio at the Siddons shop and has some repairs to be done. Call volume has been heavy this month.

Agenda Item #9. Review discussion and possible action on new equipment in 2025 for BVFD to include Breathing Apparatuses and a vehicle.

Chief Zipp reported that he ordered 20 Breathing Apparatuses along with 20 additional bottles and the required BA equipment from HEAT Safety Equipment LLC for a total of \$227,770.97. The Water tender truck cost is: \$552,140.00. Chief is also getting information on purchasing a 1-ton pickup with tail lift for heavy barrels and other equipment. Commissioner Maschek made a motion to approve a 1-ton pickup not to exceed \$75000.00. Commissioner Smith seconded the motion and the motion passed unanimously.

Agenda Item #10. Review, discussion and possible action on the use of Government Capital to fund the CC ESD No.6 inbound water tanker, breathing apparatuses, another vehicle and other equipment in 2025 for BVFD.

Commissioner Maschek made a motion to pursue the possibility of using Government Capital to fund the Water Tender Truck (\$552,140.00) and the 20 new Breathing Apparatuses (\$227,771.00) for a total of \$779,911. Commissioner Brown seconded the motion and the motion passed unanimously. Commissioners Solomon and Smith will work with Government Capital and report back to the board. A major question revolves around paying the loan off early and the total interest cost.

Agenda Item #11. Receive a Bracken Volunteer Fire Department Board update.

BVFD Board member Skip Courter had nothing to report to the ESD.

Agenda Item #12. Review, discuss, and possible action on VFIS Property & Casualty Summary of Coverages prepared for CC ESD No. 6. for 2025.

Commissioner Smith will add the Crime policy premium price increase (\$183.00) to our budget for CY 2026.

Agenda Item # 13. Review, discussion and possible action on the Master Planning Committee's recommendations for expansion to support ESD No. 6 consistent with anticipated growth and support requirement of the district.

Commissioner Solomon reported that the Master Planning Committee continues to work on collecting data for this project and will discuss at their next meeting. The Chesmar site visit provided good insight from the perspective of the County Commissioner on future road planning. This information will be added to the Master Planning Committee report.

Agenda Item #14. Update, discussion and possible action on the Chesmar homes on site visit 2 May 2025 of the land in the development proposed by Chesmar for a proposed CC ESD 6 Station.

Commissioner Solomon reported that they viewed the proposed site which is about the size of the Waechter Substation plot. Chesmar has come back with some mechanical drawings on concepts of how the land could be utilized for the proposed fire station. They are looking to have input from BVFD and ESD No. 6 on the station requirements. Chesmar proposes to build the new station and then deed it to ESD No. 6. The land the station will reside on currently belongs to the New Braunfels Independent School District. The details of ownership and transfers of property are to be worked by Chesmar and NBISD. Next steps include drafting written agreements between all parties to for legal reviews.

Agenda Item #15. Discussion and possible action on having an updated "shape file" produced to update maps and other documents related to Comal County Emergency Services District No. 6 Territorial Boundaries in accordance with Texas Election Code Section 42.0615.

Commissioner Maschek reported that our ESD No. 6 shape file needs to be updated to reflect the annexations done by Schertz and New Braunfels. Commissioner Maschek made a motion to approve up to \$3000.00 to update the ESD No. 6 shape file. Commissioner Smith seconded the motion and the motion passed unanimously.

Agenda Item #16. 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 June 5, 2025 at 7:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.78266

Agenda Item #17. Adjourn.

Commissioner Coley adjourned the meeting at 8:27 P.M.

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



Signature



Date