

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6**  
**May 11, 2026 MINUTES**

The Comal County Emergency Services District No. 6 Commissioners met in regular session May 11, 2026, 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 10:00 AM. Commissioners Brown, Maschek, Smith and Solomon were present. BVFD Fire Chief Donald Zipp was 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 and possible action on the 2025 Comal County ESD No 6 annual audit report produced by Armstrong, Vaughan & Associates, P.C. (Armstrong Vaughn & Associates).

Commissioner Smith reported that we are awaiting our lawyer's response to Armstrong, Vaughan & Associates, P.C. This is a new requirement for ESD No. 6.

**Agenda Item #4.** Approval of the draft minutes of the April 13, 2026 regular meeting.

Motion to approve the draft minutes of the April 13, 2026, 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 April 24, 2026 special meeting.

Motion to approve the draft minutes of the April 24, 2026, special meeting as written was made by Commissioner Solomon and seconded by Commissioner Smith. The motion passed unanimously.

**Agenda Item #6.** 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, 2026 the cash balance in all accounts was \$5,807,493.95. Commissioner Smith noted that the Operational Reserve Pool and the Facilities & Equipment Reserve Pool have been fully funded for 2026. Commissioner Solomon made a motion to approve the treasurer's report. Commissioner Maschek seconded the motion. The motion passed unanimously.

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

Commissioner Smith reported that there were three bills to be paid. An invoice from AG/CM, our contracted Project Management Firm, for \$9,403.10. An invoice from William Kelly IT & Network Consulting, Greenville, SC for \$150 for the ESD 6 Treasurer new computer for Desktop Setup & Configuration. An invoice for \$505.17 from Comal County Tax Assessor-Collector for the 2025 Cost of Collection Fees.

Commissioner Maschek made a motion to pay the three bills and Commissioner Brown seconded the motions. The motion passed unanimously.

**Agenda Item #8.** Review, discussion and approval of the ESD No. 6 Annual Investment Policy and discussion of the quarterly reports in accordance with the Public Funds Investment Act.

The ESD No. 6 Board reviewed the Annual Investment Policy and found no changes necessary but will wait to adopt a resolution in conjunction with approval of the annual 2025 audit during the June meeting.

**Agenda Item #9.** Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief Zipp reported that the department is operating smoothly and that operations remain business as usual. He noted that the contracts for the two trucks have been signed and submitted to Siddons. He also reported that the Texas Division of Emergency Management (TDEM) is asking all fire departments to sign a Memorandum Of Understanding (MOU) for state emergencies. Commissioner Coley moved to authorize Chief Donald Zipp to sign a memorandum of understanding with TDEM on behalf of ESD No. 6. Commissioner Maschek seconded the motion, which passed unanimously.

**Agenda Item #10.** Receive a report on the recent activities of the Schertz EMS.

A Schertz EMS representative was not available but Chief Zipp said that everything was working smoothly with Schertz EMS. Schertz EMS is also looking at signing a MOU with TDEM.

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

No BVFD Board member was present.

**Agenda Item #12. Update, discussion and possible action on future access from FM 1863 to SH46**

Commissioner Coley reported that every time he had availability to drive the FM 1863 gated connectivity to SH 46 with Chief Zipp the weather was not favorable. After

conducting the reconnaissance of the emergency roads Commissioner Coley will discuss access and improvements with Comal County Commissioner Precinct 2.

**Agenda Item #10.** Update, discussion and possible action on the future construction at the Comal County ESD No. 6 Waechter Sub-Station.

Commissioner Solomon reported that hiring AG/CM as the project management firm is already benefiting ESD No. 6. The most recent task involved obtaining an agreement from Lott Brothers for the design-build of the new living quarters and related site work at the Waechter Substation. Lott Brothers provided comments on the agreement, which was then sent to ESD No. 6's attorney, causing a delay in turnaround. Commissioner Solomon also noted that, according to the attorney, a government design-build contract requires ESD No. 6 to have its own architect oversee the project, and AG/CM provides that service.

Commissioner Solomon moved he be authorized ESD No. 6 signatory approval for Contract documents needed to advance the Wechter design-build project and to provide monthly updates to the Board. Commissioner Maschek seconded the motion, with the stipulation that any commitment of funds must be approved by the ESD Board at a monthly or special meeting. The motion passed unanimously.

**Agenda Item #11.** 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 15, 2026, at 10:00 AM at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.78266

**Agenda Item #12.** Adjourn.

Commissioner Coley adjourned the meeting at 10:28 AM.

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



Signature



Date