

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 4

MEETING NOTES

April 21, 2016

NOTICE is hereby given that a regular meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held Thursday, the 21st day of April, 2016, beginning at 5:02 p.m., at the Emergency Services Building, 353 Rodeo Drive, Spring Branch, Texas 78070 for the following purposes: Meeting was called to order, Paul Graf President, Bret Barnett Vice President, Deena Clausen Treasure, Josh Dean Secretary were all present. Curtis Bremer Commissioner was absent.

WORKSHOP AGENDA

1. Citizen comments (limited to 3 minutes and any comment made on subjects not included on the published agenda will not be discussed or action taken by the board); Public Comment: In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published agenda will only be heard by the Board of Commissioners. No formal action, discussion, nor comment will be made by the Board of Commissioners; No citizens to be heard

DISCUSSION/ACTION ITEMS

1. Discuss and consider Consent Agenda:

- a. March 17, 2016 regular meeting minutes;
- b. March 24, 2016 special meeting minutes;
- c. Monthly Financial Reports; Note: past due amount to Frost Leasing in the amount of \$2,425.79
- d. Monthly bills and invoices;

Ms. Clausen made a motion to approve Consent Agenda, Mr. Barnett seconded passed unanimously.

2. Discuss and consider any items related to the revised BSBES 2016 budget; No action taken.

3. Discuss and consider any items related to bank accounts; Ms. Clausen made a motion to move \$100,000.00 from Frost Bank to Blanco National Bank to cover operations, seconded by Mr. Barnett passed unanimously.

4. Discuss and consider 2015 audited financial statements and audit results communication; Ms. Clausen made a motion to approve the 2015 audited financial statements and audit results communication, seconded by Mr. Barnett passed unanimously.

5. Discuss and consider VFIS payments; Approved during Consent Agenda.

6. Discuss and consider any items related to the 311/Rebecca Creek Station; Mr. Graf and Mr. Barnett will look at usage of 311 station and any changes to the use of the station.
7. Discuss and consider any items related to the Mystic Shores area station; Mr. Barnett is hoping to pick up the plans for the briefing to the old volunteer fire department.
8. Discuss and consider any items related to the Apparatus Plan for the three ESDs; ESD 4 decided to use the ISO study to help guide its considerations for apparatus purchases. ESD 4 was briefed on the equipment needs discussed in the apparatus committee by Mr. Dean.
9. Update on BSBES activities, financials, and other related items; No action taken.
10. Update on ESD Council activities and any Agreement modifications with Service Provider; No action taken.
11. Update on ISO study status; Mr. Barnett briefed the commissioners and the choice of contractor to conduct the ISO study is progressing.
12. Discuss consider any items for follow-up to the recent Safe-D conference including Commissioner conference expenses; Mr. Dean made a motion to approve no more than \$1,800.00 to pay for Safe D Conference expenses, seconded by Mr. Barnett passed unanimously.
13. Discuss time and date for the next regular meeting planned for May 19, 2016; ESD 4 will meet at 5:00 PM on May 19, 2016

Brief recess for the purpose of convening in BSB ES Board Meeting. Recessed at 6:33 PM

WORKSHOP AGENDA (Continued)

Attend meeting and receive reports from the BSB ES service provider; Reconvened at 6:35 PM

DISCUSSION/ACTION ITEMS (Continued)

14. Adjourn.

The Board of Commissioners is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. Executive Sessions may include the following: consultation with attorney for litigation or a settlement offer (Sec. 551.071), deliberations regarding real property (Sec. 551.072), deliberation regarding a contract being negotiated (Sec. 551.0725), deliberation regarding a prospective gift (Sec. 551.073), personnel matters (Sec. 551.074), personnel matters affecting a county advisory body (Sec. 551.0745), deliberation regarding security devices or security audits (Sec. 551.076), and deliberation regarding economic development negotiations (Sec. 551.087). If the Board decides to enter executive session regarding any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and the provision from the Open Meetings Act that authorizes the closed or executive session. Comal County Emergency Services District No. 4 and the Bulverde-Spring Branch Emergency Services are committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request by calling (830) 228-4501 for assistance and information. Hearing impaired or

speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

A handwritten signature in black ink, appearing to be 'JD', is positioned above a horizontal line.

Josh Dean, Secretary

Comal County ESD No. 4