

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 4
MEETING MINUTES
November 9, 2018

The regular monthly meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held Friday, the 9th day of November 2018, beginning at 5:30 p.m., at the Bremer Training Center at 9850 FM 311, Spring Branch, TX 78070 for the following purposes:

Call meeting to order;

Mr. Graf called the meeting to order at 5:30 PM and declared a quorum with the following board members present. Paul Graf: President, Bret Barnett: Assistant Treasurer, Ms. Deena Clausen: Treasurer and Josh Dean: Vice President. Robert Bruce: Secretary was not present for the meeting. Chief Mark Southwell was also present.

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 comments were made and no citizens were present.

DISCUSSION/ACTION ITEMS

1. Discuss and consider the following:
 - a. September 10, 2018 Regular Meeting Minutes;
 - b. October 24, 2018 Regular Meeting Minutes;
 - c. Monthly Financial Reports;
 - d. Monthly bills and invoices;

Mr. Barnett moved and Ms. Clausen seconded to approve the 2 sets of meeting minutes and to accept the financial reports with unanimous approval. Mr. Barnett moved and Mr. Dean seconded the approval of the following bills and invoices with unanimous approval:

Schmoyer Reinhard attorneys-\$3500
Shanklin (electrical work on Station 4)-\$1200

ACB Services (Set up for Temp. Station 4)-\$600
CAN Surety (Treasurer's bond through Frost Bank)-\$500
Comal Appraisal District (quarterly payment)-\$3687.79

2. BSBES Chief's report regarding emergency operation, response time, call volume, training, management activities and personnel;

Chief Southwell gave his report.

3. Discuss and consider any items related to Bremer Training Center;

No action was taken.

4. Discuss and consider any items for the new station on 311 (Station 4), including but not limited to the process for financing the construction and moving the temporary station;

Ms. Clausen moved to approve allocation of up to \$10,000.00 to plug the two wells on the property of the new station at 311. Mr. Dean seconded with unanimous approval.

Mr. Barnett noted that the move to the new temporary station site is complete and successful.

5. Discuss and consider any items related to the budget and to bank accounts;

No action was taken.

6. Discuss and consider adopting any final modifications to the 2019 ESD 4 budget;

No action was taken.

7. Update, discuss and consider BSBES activities, financials, and other related items, including the potential sale of the Rodeo Drive facility;

No action was taken. The planned joint ESD 4/5/1 Strategy Session for Nov. 1 through Dec. 1 was noted.

8. Discuss and consider any apparatus and proposed capital items;

No action was taken.

9. Discuss and consider the financial forecast for ESD 4;

No action was taken.

10. Update, discuss and consider any items related to any legal issues, including the potential combining of ESD 4 and 5;

No action was taken.

11. Discuss and consider upcoming SAFE-D Conference in Frisco, Texas on February 7-9, 2019;

No action was taken.

12. Discuss date and time for the next regular on December 10, 2018;

Next meeting is Monday, Dec. 10, 2018 at 5:30 at the Bremer Building.

13. Executive Session to discuss ongoing law suits;

Board went into Executive Session at 6:21 PM. Discussion was had on the ongoing law suits. Board came out of Executive Session at 6:34.

Motion was made by Ms. Clausen and seconded by Mr. Graf to approve the \$3500 retainer for ESD 4 legal support. Motion was approved unanimously. (See 1.d above.)

14. Adjourn.

Meeting adjourned at 7:30 PM.



Paul Graf, President
Comal County ESD No. 4

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). 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. Action, if any, will be taken in open session.