

**COMAL COUNTY EMERGENCY SERVICES DISTRICT NO. 4**  
**Meeting Minutes for Monday, September 9, 2019 Meeting**

A meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held on **Monday September 9, 2019, at 6:00 p.m.**, at the Bremer Training Center at 9850 FM 311, Spring Branch, Texas 78070, for the following purposes:

1. Call meeting to order;

Mr. Barnett called the meeting to order at 6:00 pm and declared a quorum with three of five commissioners present: President Barnett, Secretary Graf, Assistant Treasurer Bruce were in attendance. Treasurer Clausen and Vice-President Dean were not in attendance. Also in attendance was Chief Southwell.

2. 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 final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners;

No comments were made.

**REPORTS**

3. Receive monthly report from the Treasurer and consider:
  - a. approval of payment of monthly bills and invoices;

Mr. Graf made a motion to approve payment of the following monthly bill and invoices:

- BRW for \$4699.00 for architectural services. (June)
- Schmoyer Reinhard for \$455.00 for lawsuit case
- AG/CM for \$2869.00 for oversight services
- Rescue Gear for \$6790.18 (split with ESD 5)
- Advantage Communications for \$240.00 for radio cables at Station 4.
- Carlton Law Firm for \$3931.62 (2 invoices)

Mr. Bruce seconded the motion and it was approved unanimously.

- b. approval of monthly financial report.

Mr. Bruce made a motion to postpone the report until the next meeting. Mr. Graf seconded the motion and it passed unanimously.

## DISCUSSION/ACTION ITEMS

4. Review and consider approval of Meeting Minutes;

Mr. Graf made a motion to approve the meeting minutes from August 12, 2019, August 16, 2019, August 29, 2019 and September 4, 2019.

Motion was seconded by Mr. Bruce and passed unanimously.

5. Take a record vote on the District's 2019 tax rate, adopt an Order Levying Taxes, and authorize filing the Order with the Comal County Tax Assessor/Collector.

Motion was made by Mr. Graf to set a tax rate of 6.498 cents per \$100 valuations and to authorize filing the Order with the Comal County Tax Assessor/Collector.

Motion was seconded by Mr. Bruce. A record vote was taken, and all three commissioners present verbally indicated a positive vote for the motion. (Mr. Barnett, Mr. Bruce and Mr. Graf all were in favor.)

6. Discuss and consider any needed repairs or other uses related to Bremer Training Center;

No action was taken.

7. Discuss and consider construction, financing, furnishing and staffing the new station on FM 311 (Station 4); This may include contracts with financial institutions;

- a. General Contractor Payment

No action taken.

- b. Discuss and Consider naming on Station 4

No action taken.

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

No action was taken.

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

- a. Committee update on Joint Service Provider Agreement

No action taken

10. Capital Acquisition Committee Report

No action taken.

11. Discuss and consider the District’s financial forecast;

No action was taken.

12. Discuss and consider any actions regarding ongoing legal matters;

No action taken.

13. Executive Session to discuss purchase of Real Estate;

The board did not go into Executive Session.

14. Discuss and consider any actions related to Executive Session:

No action was taken.

15. Discuss agenda, time and date for next meeting.

The next meeting is planned for October 22, 2019 at 6:00 pm at the Bremer Building.

The meeting adjourned at 7:14 pm.

**A packet containing all supportive documentation for this agenda is available for inspection at 353 Rodeo Drive, Spring Branch, Texas 78070, between the hours of 8:00 a.m. and 5:00 p.m.**

---

Paul Graf, Secretary  
Comal County Emergency Services District 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). Action, if any, will be taken in open session.