

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 4
MEETING MINUTES
July 19, 2018

The regular monthly meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held Thursday, the 19th day of July 2018, beginning at 6:30 p.m., at the Bremer Training Center, 9850 FM 311, Spring Branch, Texas 78070.

Call meeting to order;

Mr. Graf called the meeting to order at 6:30 PM and declared a quorum with the following board members present: Paul Graf-President, Josh Dean-Vice President, Ms. Deena Clausen-Treasurer, and Bret Barnett-Assistant Treasurer. Robert Bruce, Secretary was not in attendance at the meeting. Also, Chief Torres was in attendance.

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.

DISCUSSION/ACTION ITEMS

1. Discuss and consider the following:
 - a. June 18, 2018 Regular Meeting minutes;
 - b. June 22, 2018 Special Meeting minutes;
 - c. Monthly Financial Reports;
 - d. Monthly bills and invoices;

The monthly bill and invoices were as follows:

Check to AGICM for \$2465.00.

Check to Carlton Law Firm for \$3177.50.

Check to Bret Barnett for \$272.50 for SAFE-D expenses.

Check to BRW for \$20,500.00 for architectural services.

Check to Rick Reed and Company for \$7500.00.

Check to Motorola Solutions for \$10,600.00 for radios.

Check to Wilmer Public Safety Group for \$2753.49 for rack.

Ms. Clausen moved to approve the invoice payments, accept the Financial Reports and postpone approval of the meeting minutes until the next meeting. Mr. Barnett seconded the motion and all approved.

2. Presentation by Constable Craig Ackerman on the LCRA Radio System for ESD 4's information;

Julia Kroll and Pat Bandy from LCRA gave the presentation.

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

Chief Torres gave the report.

4. Discuss and consider any items related to Bremer Training Center, the new station on 311 (Station 4), including updates on the architectural design and items involving the bidding process;

Mr. Barnett discussed the corner of the property being given to the county for a more perpendicular corner at Rebecca Creek Road and SH 311. Needs to be discussed with architect and more specifics from the county.

No action taken.

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

No action was taken.

6. Discuss and consider the 2018 ESD 4 budget;

No action taken. Budget must be approved next month.

7. Discuss and consider accepting the Cost Allocation formula between the 3 ESD's;

Graf discussed the meetings with other ESD's and the consensus reached. Mr. Barnett made a motion to approve, seconded by Mr. Dean, the following ESD 4's percentages for the NP's needs from ESDs: 2019-30.32, 2020-31.21, 2021 to 2025-32.1. Motion approved unanimously.

8. Discuss and consider accepting the BSBES Budget as approved by the BSBES at its June meeting;

Budget was discussed, and Mr. Dean made a motion to accept, Ms. Clausen seconded. Motion passed unanimously.

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

No action taken.

10. Discuss and consider any apparatus and proposed capital items, including acceptance of the latest Capital Acquisition plan;

Mr. Dean made a motion to accept the Capital Acquisition Plan through 2021, which included the purchase of 4 vehicles. Ms. Clausen seconded, and motion passed unanimously.

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

No action taken.

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

The meeting went into Executive Session at 8:04 p.m. to discuss pending law suits and came out of Executive Session at 8:09 p.m.

No action taken.

13. Discuss date and time for next meeting on August 13, 2018;

Next meeting will begin at 5:30 pm.

14. Discuss dates and times for potential Public Hearing meetings on the tax rate for August 27 and September 3 (Labor Day) at 5:30;

No action taken but cannot meet on Labor Day. Will be discussed at next meeting.

15. Discuss date and time for meeting to adopt the tax rate at regular September meeting on Sept. 10, 2018;

No conflicts were presented with the proposed meeting.

16. Adjourn. Meeting adjourned at 8:15 pm.

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.



Paul Graf, President
Comal County ESD No. 4